RE-ACCREDITATION REPORT
Submitted to

THE NATIONAL ASSESSMENT

&

ACCREDITATION COUNCIL

BHARATA MATA COLLEGE THRIKKAKARA

KOCHI-KERALA

Affiliated to Mahatma Gandhi University Kottayam

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A. Preface

Bharata Mata College, Thrikkakara, affiliated to the Mahatma Gandhi University, Kerala, is a first grade arts and science co-educational institution of higher learning in the aided sector, owned and managed by the Archdiocese of Ernakulam-Angamaly. Established in 1965 by His Eminence the late Joseph Cardinal Parecattil, the college was included under section 2 (f) and 12 (b) of UGC Act 1956 in 1976 and accredited at the B level by NAAC in 2003.

The college was started with a vision to cater to the higher education aspirations of the socially, educationally, and economically marginalized sections of a rural population belonging to different communities, consisting mostly of women. It offers an ideal vision of education that is aware of, and responsive to the challenges of an emerging India in a globalised world. The college endeavours to prepare its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, leadership, co-operation, expression of cultural talents and social service.

Started in 1965 as a junior college with five Pre-degree batches, the college today has 15 undergraduate courses and 5 post-graduate programmes, 3 research centres and an off-campus centre. It is also an accredited institution of the National Institute of Open Schooling under the Ministry of Human Resource Development, Government of India, an approved centre for National Open School exams as well as a Training Partner Institution of ASAP (Additional Skill Acquisition Programme) of the Government of Kerala. The IGNOU Special Study Centre approved by IGNOU is a mileage in Distance Education provided by Bharata Mata College.

Bharata Mata College is open to students of all caste and creed, as envisaged in its lofty vision. A supportive management committed to their vocation, a community of professionally competent and dedicated teachers, a team of hard-working and humane non- teaching staff and a bunch of spirited students with an unrelenting thirst for knowledge and an empathetic commitment to the service of fellow beings leads the college higher into the ideals of its mission and vision and to greater potentials for excellence. Over the past years, the college has made considerable progress in achieving the goals and objectives of its founders and in bringing in a positive difference in the socio-economic status of the locality.

The Internal Quality Assurance Cell (IQAC) of Bharata Mata College plays a vital role in ensuring quality in education through various quality enhancement measures and monitoring mechanisms. The IQAC acts as an internal nodal agency to plan, promote, evaluate and consolidate all the activities of

the college. The NAAC Re-accreditation process has given an impetus to the quality assurance and progress of the college to a great extent. The internal and external audits conducted by the Management and top academicians including retired vice chancellors have been exercises which have ensured steady improvement in the quality of the institution. The initiative for the second cycle of NAAC accreditation improved steadily the growth of the institution in academic, co-curricular and extension activities which ultimately benefited the students, the community, all the stakeholders and the larger society.

Complying with the recommendations of the NAAC Peer Team during their first visit to the college, the Management and the Staff strived whole heartedly to raise the benchmark of quality improvement in making the institution a centre for excellence. The introspection, reflections and discussions while preparing the Self Study Report brought to light the unique strengths that set Bharata Mata College apart from the rest, the areas which could be improved, the weaknesses which calls in for remedial and corrective measures and the potential fields of perspective achievements. The present accreditation will be a stepping stone for achieving the excellence that the institution seeks to bring about in the higher education sector in general and in the college in particular.

B. EXECUTIVE SUMMARY

Bharata Mata College, Thrikkakara, Kerala which has catered to the educational needs of the locality of Thrikkakara fast changing from a rural to a semi-urban community, has been trying to sustain quality enhancement in all its curricular and co-curricular aspects as well as its student progression, governance and leadership for the past forty eight years since its inception. Taking cue from the suggestions made by the Peer Team in the last accreditation, the college has shown all-round marked progress in its quality through improved mechanisms. An executive summary of the Self Study Report of the college is presented below.

CRITERION I: CURRICULAR ASPECTS

Bharata Mata College always stood for rural transformation through the empowerment of youth especially the empowerment of women. The College has a well defined vision, mission, objective and educational policy. Though there are constraints imposed on the college with regard to academic flexibility, the institution is working towards achieving its goals and achievements within the framework of the affiliated University through varied programmes such as the conduct of add-on

courses, orientation, seminars, workshops etc. The contributions of the staff in curriculum design, improvement made on curriculum by the suggestions given by the staff in various restructuring workshops etc. reflect the commitment of the staff towards curriculum enrichment. As suggested by the Peer Team to explore the possibility of improvement in Commerce by introducing a wide range of programmes the management has introduced B Com in Travel and Tourism, B Com in Taxation, B Com in Computer Applications and BBA in the self financing scheme to meet the growing demands for programmes in commerce, finance, marketing and computer applications. . More recently, an additional batch in B Com (Computer) and a new batch B Com (Marketing) is sanctioned by the University. Since the government was not giving sanction to start new programmes in the aided sector since 1996, the upgrading of the UG departments to PG departments, as suggested in the previous NAAC Peer team report, was kept at a bay until now. However, this year the government and University has given consent to sanction one aided programme and hence the English UG department is upgraded to PG department based on growing demand for English language studies. Based on the student and staff feedbacks suggestions to various Boards of Studies to update the syllabus were provided by the faculty of the college.

The MG University has restructured its traditional degree courses to Choice Based Credit and Semester System (CBCSS) in 2009-10 and this has been implemented in the college since 2009-10. Besides, different add-on courses were conducted which ensure that the students race ahead the track of the employable market and towards self reliance. Feedbacks from students, parents, alumni and the other stakeholders and the support from the community add to modify and equip the college with value based education.

Scientific selection of teachers, enhancement of library facilities, subscription of 'e-journals', faculty development programmes, student development programmes, continuous evaluation of students, add-on courses, OHP, ICT enabled classrooms, Academic Audit, Academic review committee, IGNOU study centre, Examinations Control Cell, distance education programmes etc. are the innovative aspects forming part of curricular aspects.

CRITERION II: TEACHING – LEARNING AND EVALUATION

The College is affiliated to Mahatma Gandhi University, Kottayam, and is bound by the laws and rules of the University and the Government of Kerala regarding the admission of the students. The admission is done by Mahatma Gandhi University through Centralized Allotment Process (CAP)

which inducts students from different areas and backgrounds, and makes space for the economically and socially underprivileged too.

Various aspects of this criterion were specifically lauded by the first Peer Team during its visit to the College. They have commended positively the remedial teaching given in English, lectures by eminent persons, Alumnae Associations, departmental associations, annual self appraisal and students' feedback and corrective measures etc. While extending remedial coaching to all subjects, steps have also been taken to implement the suggestions for improvement made by the Peer Team such as, encouraging teachers to use audiovisual equipments and to conduct research which are more career oriented as well as to guide the projects of UG and PG which help the students in their academic development and the teachers for further research. The college has made sustained and continuous efforts to bring innovations in teaching- learning methodology. In fact, it has shifted the focus from teacher-centered to learner-centered pedagogy through seminars, assignments, power point presentations, group discussions and viva-voce. Besides encouraging the faculty to participate in various faculty development programmes they are also sensitized to modern teaching technology and encouraged to experiment with it inside the classrooms. As a result, the use of ICT has improved considerably. As suggested by the NAAC peer team regarding the upgrading of the science laboratories, at present the Chemistry lab has been upgraded with research facility. The UG and PG labs of Chemistry department were renovated. A separate research Lab for Chemistry was constructed to support the research activity of the faculty. It was also pointed out that the computer facility serves only a limited purpose to the larger student population. In order to remedy the situation and to familiarize students with the modern technology five computer labs with internet facility and two language labs have been introduced.

Provision of study materials, teaching plans and lesson plans, multi-strategic teaching, ICT-enabled teaching, FDP for teachers, practical exposures for enhanced comprehension, internet connectivity in the departments, invited lectures including CEO talks, brain storming, group discussions and student interactions, quiz, live project works and assignments, awards and scholarships, multi- media centre, career oriented courses, subscription of e-journals, seminar presentations, language laboratory, book reviews by students, study tours and industrial visits, review of university examination question papers, extended library working hours, internal assessment, mentoring system, academic audit, remedial teaching to slow learners, additional tips for advanced learners, regular practical examinations etc are the initiatives to sustain quality in teaching- learning and evaluation.

The introduction of department academic calendar, Teacher's Diary, Weekly workload statement, Monitors diary, late attendance register, Open house etc have been catalysts in improved and effective teaching learning and evaluation.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

After the first accreditation, there has been remarkable progress in the research, consultancy and extension activities of the college and its faculty. As suggested by the first Peer Team, several measures have been taken to promote a research culture among the members of the faculty and students. These include the encouragement given to teachers to avail the Faculty Improvement Programmes (FIP), to take up projects, publish and present papers at seminars and conferences, augmentation of laboratory and library facilities, provisions of internet facility in teaching departments, a well equipped computer laboratory with internet facility etc. The Management motivates the teachers by presenting mementos to those who are awarded PhD and cash prizes to those who publish research papers in international/ national journals. Eight teachers have been awarded PhD during the past five years. At present eight teachers are working towards PhD. The number of National/ International Seminars conducted by various departments and attended by the faculty show their interest to achieve excellence in research and development. More than 200 research publications of the staff in leading International /National Journals is evidence to prove the involvement of the staff in active research. The increased number of applicants for projects applied by staff shows their enhanced enthusiasm in research activity.

The recent upgradation of the PG Departments of Mathematics and Chemistry as research centres is an innovative step in research activity. Thus all the P.G. departments are now upgraded as research centres producing quality research and PhDs. Many of the faculty serve as research guides and consultants and are also engaged in extension services. The college has also stepped up its extension activities by constructing houses for the needy under the 'Haven for the Hapless Scheme'. So far two houses have been constructed and one is under construction. Meals for the poor, blood donation camps, Eye Camp, Dental Camp, Social surveys, rural camps, soft skills training to high school students and basic science classes to school students by the students of the college, activities to promote environmental education, empowerment of women, etc. have been great achievements made by the institution to spread the idea of community development. The NSS, NCC and the MSW departments strive for the uplift of the society through customized community orientated activities.

The institution inculcates value oriented civic responsibility among students through Friends of Fauna, Nature club, Encon Club, Women's cell, Campus Ministry, Legal Awareness Club etc.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

With a campus spread across 20.5 acres, the college has a fine infrastructure that adequately meets the curricular, co-curricular and extra- curricular requirements. The growth of the infrastructure is in tune with the growth in academic activities. The buildings and other infrastructural facilities are well-maintained and are put to optimum use. After the first Peer Team visit the infrastructure facilities have been tremendously improved. The well furnished Postgraduate Science laboratory of the Department of Chemistry was renovated recently. A Students' Centre built recently has been open to the college community. The new state-of-the-art Audio-visual room and Seminar Hall are well furnished and of first grade quality. Library automation, office automation, college chapel, computer lab and internet facility, language lab, canteen, mini multi- gymnasium, yoga centre, counselling centre, internet facility in departments and office, e- journals, career library, Multi- Media Centre, campus beautification, solar energy conservation, infrastructure and planning committee etc are the measures to keep infrastructure and learning resources vibrant. As suggested by the NAAC Peer Team the college has developed a centralized computer lab with internet facility for the students.

As per NAAC Peer Team suggestion to strengthen the sports and physical education facilities and to use them more extensively, adequate measures such as a mini gymnasium, Table Tennis board, Judo/Wrestling Mats, Cricket Mat, Hockey Goalkeeper set, wrestling singlet, Judo dress etc have been purchased. The UGC has sanctioned Rs five lakhs for the purchase of sports equipments such as mechanized grass cutter and roller, basket ball stand and international standard barbells. Proposals for for a mini indoor stadium for sports utilization purpose, a basket ball court, more wrestling/ Judo mats, cricket pitch, cricket net etc have been forwarded to the UGC.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

Students, the major stakeholders of the institution, are provided with extensive curricular, co-curricular and extra-curricular support in order to ensure their all round excellence and competence.

Academic excellence is evident from consistent performance in the university examinations, laudable numbers of ranks fetched every year and remarkable pass percentage. Several of the alumni hold prominent positions. Many students have cleared the UGC CSIR – NET and SET.

The institution has initiated several supporting add -on courses. Co-curricular activities are designed so as to supplement and complement the curricular activities and also to enhance the literary and artistic talents of the students. Institutionalized value education, tutorial system and extension activities that sensitize the students to the needs of the society and nation etc. have been some of the continued best practices. Students participate in various types of cultural and sports activities at the university and state levels. Achievers are felicitated in departmental meetings.

Student mentoring, financial assistance, remedial teaching etc are provided to the needy. The progression of the students to further studies and employment is also carefully monitored. Students are given proper career guidance through the exclusive Career Guidance and Placement Cell. Student representatives are included in various academic and administrative bodies. All the curricular and co-curricular programmes are reviewed and modified, based on the regular feedback obtained from the students.

The NAAC peer team had suggested improving the transport facility for the rural students. Based on the request and representation from the college to the Transport Commissioner and the RDO the transport facility has been improved by the Government. At present buses are plying every 15 minutes in front of the college to various destinations which help students better access to the college. The problem of students' concession on KSRTC was taken up by the college and at present all the students are enjoying the concession facility.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

The college has a well-defined decentralized and participatory organizational structure. The academic and administrative functions of the institution are well coordinated. The organizational structure has different units of statutory bodies. His Eminence Rev. Dr. George Cardinal Alencherry, Major Archbishop Syro-Malabar Church, Archbishop of Archdiocese of Ernakulam- Angamaly is the Patron of the college. His Excellency Rt. Rev. Dr. Sebastian Adayanthrath, Auxiliary Bishop Archdiocese of Ernakulam- Angamaly, is the Co-Patron of the institution. He heads the Governing Body, which is the axis of various committees and units that form a hierarchy of organization. Rev. Dr. Varghese Kalaparambath is the Manager and Director of the institution. The Manager is assisted by a full time Assistant Director to take care of the infrastructure of the college.

The Principal is chosen in strict adherence to the norms prescribed by the Government and the University. The Principal administers the College in tune with the policies and guidelines of the Management. He is the Chief Executive Officer of the college. He enjoys statutory powers to take

appropriate decisions pertaining to academic and administrative matters, and it is discharged in consultation with the Management. The administration of the College is hierarchical, while at the same time, decentralized, participatory and democratic. This is made possible through the involvement of representative committees of staff, students, alumnae, parents and community.

Quality improvement strategies of the institution for teaching and learning, Research and Development, Community engagement, Human resource management and Industry interaction are carried out successfully.

Constitution of the Internal Quality Assurance Cell (IQAC), Academic Audit, Anti-Ragging and Anti- Sexual Harassment Cell and Discipline Committee, Academic Review Committee, Result Review Committee etc is the innovation in the field of governance and leadership.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

The institution activates and achieves its goals and objectives through well planned curricular, co-curricular and extra – curricular activities and various outreach programmes. The Internal Quality Assurance Cell (IQAC), along with the College Council and Management, regularly evaluate the activities of the College and formulate strategies to achieve the goals and objectives of the institution. Innovative practices like the use of computer-aided teaching were enhanced during the past few years. The artistic acumen of students is showcased in the Wall magazines, manuscript magazines etc. Values such as social commitment, responsible citizenship and secularism are popularised among the students through programmes like 'Haven for the Hapless','Padheyam', Medicine bowls to collect and distribute unused medicines to the needy through Government clinics, contribution of essentials to the inmates of the homeless destitute of Karunalayam, Home of Faith etc, English coaching provided by students to Government high school students, social awareness programmes etc. A College Welfare Fund for improving the infrastructural and teaching- learning facility initiated by the teaching staff of the college has recently been introduced which provides the faculty an opportunity for personal involvement in the development of the institution.

The committed teaching community conducts several community orientated programmes such as providing financial assistance to the construction of houses to deserving families, basic training in English speaking for the local self-help group 'Kudumbasree', basic training in computer given to the poor women of the locality, Physics classes to the school students of the locality, visit to the inmates of jail by Jail Ministry and care given to the children of prisoners, medical camp, rural camp etc.

Solar energy panel, Rain water harvesting, planting trees and its maintenances are innovations towards environment consciousness. Seminars on global warming, biodiversity and environmental issues by eminent resource persons such as Dr. M.S. Swaminathan MP, Father of Green Revolution of India, Dr. G. Madhavan Nair, ISRO Chairman etc were conducted to generate awareness among students and the locals including the entire stakeholders on the environment.

C. PROFILE OF THE COLLEGE

1. Name and address of the college:

Name : BHARATA MATA COLLEGE

Address : THRIKKAKARA P. O., KOCHI
KERALA STATE

City : THRIKKAKARA **Pin** : 682021 **State** : KERALA

Website : www.bharatamatacollege.in

2. For communication:

Designation	Name	Tel. No. with STD code	Mobile	E-mail
Principal	Dr. Joy Joseph Puthussery	O: 0484-2425121, 2427796 R: 0484-2478119	09446947917 Fax No: 2427796	principal@bharatamata college.in
Steering Committee	Dr. K.V. Thomas **(Co-ordinator)**	O:04842425121 Res:04852260148	0944275722	kvtbmc@gmail.com
	Dr.Laly Mathew	Res: 04842428459	9446028459	laly.eugene@gmail.com

3. Status of the Institution:

Affiliated College	✓
Constituent College	
Any other (specify)	

4. Type of Institution:

a. By Gender

i. For Men	
ii. For Women	
iii. Co-education	✓

b. By shift

i. Regular	
ii. Day	✓
iii. Evening	

5. Is it a recognized minority institution?

Yes	✓
No	

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

Religion- Christian

(Document attached as Annexure I)

6. Source of funding:

Government	
Grant-in-aid	✓
Self-financing	
Any other	

7. a. Date of establishment of the college:

Date	Month	Year
16	06	1965

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Mahatma Gandhi University, Kottayam

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks
2 (f)	1996	Certificate enclosed
12 (B)	1996	Certificate enclosed

(Enclosed the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act as Annexure -II)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval details Institution / Department/ Programme	Day, Month and Year	Validity	Remarks
AICTE	MBA	14-06-2005	2012-13	Validity is extended by AICTE each academic year

(Enclosed the recognition/approval letter as Annexure-III)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes [ ] No [✓]

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes [ ] No [✓]

for its performance by any other governmental agency?

Yes [ ] No [✓]

10. Location of the campus and area in sq.mts:

Location	Semi-urban
Campus area in sq. mts.	20.5 acres
Built up area in sq. mts.	1 lakh 60 thousand sq. feet

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.
    - Auditorium/seminar complex with infrastructural facilities ✓(one A/C Auditorium, one Students' Hall, five seminar halls)
    - Sports facilities
        - play ground✓
        - swimming pool
        - gymnasium ✓ (1)
    - Hostel
        - Boys' hostel ✓
            i. Number of hostels-1
            ii. Number of inmates -60
            iii. Facilities (mention available facilities)- mess, internet facility, prayer hall, play ground, badminton court, basket ball court, gymnasium.
        - Girls' hostel – The girl students are provided accommodation in four girls' hostels outside the campus run by nuns of the archdiocese of Ernakulam many of whom are/ were staff of the college.
            i. Number of hostels- 4
            ii. Number of inmates- 64
            iii. Facilities (mention available facilities)- mess, chapel, badminton court
        - Working women's hostel- The nearby hostels run by nuns provide hostel accommodation for working women of the college.
            i. Number of inmates-0
            ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise)-

  The male staff of the college has accommodation facility in the campus adjacent to the boys' hostel. Only one teacher is availing this facility at present as most of the earlier inmates shifted to their own houses gradually. There is also a house next to the campus owned by the college which is rented out on a nominal rate to the non-teaching staff.

- Cafeteria –

  A full-fledged canteen is functioning in the campus.
- Health centre - x
- Facilities like banking, book shops ✓

  A branch of The State Bank of Travancore is functioning in the campus. 24 x7 ATM facility of the bank is also available.

  The College has a bookshop and stationery shop. All the textbooks and study aids are available here for the students.
- Transport facilities to cater to the needs of students and staff ✓

  The College bus of BMIM provides transport facilities to the students and staff as and when required.
- Animal house ×
- Biological waste disposal ✓
- Generator or other facility for management/regulation of electricity and voltage ✓

  Three generators are installed near the library, auditorium and in the MBA department. In addition, all the computers are provided with UPS. A separate inverter is used in the Principal's office. Solar energy is used in the Students' Hall for electrification of the area including sound system.
- Solid waste management facility×
- Waste water management✓

The waste water from the canteen is channelized to the nearby banana plantation and the vegetable garden in the campus.

- Water harvesting✓.

  The rain water from the roof tops of the Students' Hall is tapped and stored.

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration (Semesters)	Entry Qualification	Medium of instruction	Sanctioned Students' Strength + Marginal Increase	Number of students admitted
i)	Under-Graduate Courses	B.Sc. Mathematics	6	Plus Two	English	36+11=47	34
		B. Sc. Physics	6	Plus Two	English	32+10=42	39
		B. Sc. Vocational Physics	6	Plus Two	English	24+7=31	25
		B. Sc. Chemistry	6	Plus Two	English	32+10=42	33
		B. Sc. Zoology	6	Plus Two	English	36+11=47	47
		B. Sc. Botany	6	Plus Two	English	36+11=47	42
		B.Com	6	Plus Two	English	50+10=60	58
		B. A. English	6	Plus Two	English	24+7=31	30
		B. A. Malayalam Copy writing - Vocational	6	Plus Two	Malayalam	24+7=31	31
		B. A. Economics	6	Plus Two	English	40+12=52	51
ii)	Under-Graduate Courses(Self financing)	B.Com Tourism &Travel Management - Vocational	6	Plus Two	English	40+16= 56	55
		B.Com Taxation –(2 batches)	6	Plus Two	English	60 +10 30	100
		B.Com (Computer Application 2 batches)	6	Plus Two	English	40 30	50
		B.Com Marketing	6	Plus Two	English	30	20
		B.B.A.	6	Plus Two	English	30	27

iii)	Post-Graduate Courses	M. Sc. Applied Chemistry	4	Degree	English	10+3=13	13
		M Com Commerce	4	Degree	English	15+4=19	19
		M. Sc. Mathematics	4	Degree	English	10+3=13	13
iv)	Professional Courses (Self financing)	MBA	4	Degree	English	60	56
		MSW	4	Degree	English	30	15
v)	Ph. D.	Commerce	N. A.	P.G	English	30	19
		Mathematics	N. A.	P.G.	English	24	6
		Chemistry	N. A.	P.G	English	6	3

13. Does the college offer self-financed Programmes?

Yes [✓] No [ ]

If yes, how many? - 9

14. New programmes introduced in the college during the last five years if any?

Yes	✓	No		Number	5

15. List of the departments:

Particulars	**UG**	**PG**	**Research**
Science	✓	✓	✓
1. Postgraduate & Research Department of Mathematics			
2. Postgraduate & Research Department of Chemistry	✓	✓	✓
3. Department of Physics	✓ (2)		
4. Department of Zoology	✓		
5. Department of Botany	✓		

Particulars	UG	PG	Research
Arts 1. Department of English 2. Department of Malayalam 3. Department of Economics	✓ ✓ ✓		
Commerce 1. Postgraduate & Research Department of Commerce 2. Department of Commerce Tourism &Travel Management(Self financing) 3. Department of Commerce Taxation (Self financing- 2 batches) 4. Department of Commerce Marketing(Self financing) 5. Department of Commerce- Computer Application (Self financing- 2 batches)	✓ ✓ ✓ ✓ ✓	✓	✓
Any other not covered above 1. Department of Management 2. Department of Social work 3. Bachelor of Business Administration	 ✓	✓ ✓	

16. Number of Programmes offered under

a. annual system	
b. semester system	20
c. trimester system	

17. Number of Programmes with

a. Choice Based Credit System	15
b. Inter/Multidisciplinary Approach	
c. Any other –Semester System	5

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes ☐ No ☑

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☑

20. Number of teaching and non-teaching positions in the Institution:

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the State Government	0		40		22		22		1	
Recruited	0	0	24	16	8	14	17	4	1	0
Yet to recruit	-	-	-	-	-	-	1	-	1	
Sanctioned by the Management as for Self Financing Programmes	-		-		33		9		-	
Recruited	-	-	-	-	9	30	4	5	1	-
Part time Teachers	-	-	-	-	3	2	1	-	-	-

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	10	8	4	7	29
M.Phil.	0	0	7	3	1	3	14
PG	0	0	7	5	3	4	19
Temporary teachers							
Ph.D.	0	0	0	0	2	2	4
M.Phil.	0	0	0	0	2	4	6
PG	0	0	0	0	5	24	29
Part-time teachers							
Ph.D.	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	1	0	1
PG	0	0	0	0	1	2	3

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 4

23. Furnish the number of the students admitted to the college during the last four academic years.

Aided Programme:

Categories	Year 2012-13		Year 2011-12		Year 2010-11		Year 2009-10	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	52	99	54	84	69	87	58	85
ST	7	20	7	18	7	16	8	13
OBC	84	224	76	236	83	243	80	253
OEC	20	32	18	25	14	24	16	25
General	177	378	178	372	179	353	205	351
Total	340	753	333	735	352	723	367	727
Grand Total	1093		1068		1075		1094	

Self-financing Programms:

Categories	Year 2012-13		Year 2011-12		Year 2010-11		Year 2009-10	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	9	3	7	3	6	4	7	3
ST	0	0	1	0	0	1	1	0
OBC	48	49	36	41	39	42	32	39
OEC	10	4	7	5	6	5	7	11
General	209	219	184	188	188	195	185	193
Total	292	295	244	250	239	247	231	246
Grand Total	587		494		486		477	

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1440	227	-	28	1695
Students from other states of India	-	-	-	-	-
NRI students	13	-	-	-	13
Foreign students	-	-	-	-	-
Total	1453	227	-	28	1708

25. Dropout rate in UG and PG (average of the last two batches)

UG | 0.5% | PG | Nil |

26. Unit Cost of Education of the academic year 2012-13

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component Rs.57,748

(b) excluding the salary component Rs.5560

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes ✓ No ☐

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes ✓ No ☐

b) Name of the University which has granted such registration.

IGNOU & MG University

c) Number of programmes offered 7

d) Programmes carry the recognition of the Distance Education Council.

Yes ✓ No ☐

28. Provide Teacher-student ratio for each of the programme/course offered

SI. No	Name of Programme	No. of Teachers	No. of Students (core course only)	Teacher – Student Ratio
1	BSc Mathematics	5	92	1: 18
2	M Sc Mathematics	4	24	1:6
3	B Sc Physics& B Sc Voc. Physics	9	150	1:16
4	B Sc Chemistry	5	93	1:18
6	M Sc Chemistry	4	22	1:6
7	B Sc Zoology	4	100	1:20
8	B Sc Botany	4	99	1:20
9	BA English	8	92	1:12
10	BA Economics	4	131	1:32
11	BA Malayalam	5	85	1:17
12	B Com	5	170	1: 34
13	M Com	4	34	1:9
14	B Com-Taxation 1	6	201	1:33
15	B Com- Travel&	5	147	1:30

	Tourism			
16	B Com-Computer1	4	77	1:20
17	B.Com Computer2	3	30	1:10
18	BCom- Taxation 2	3	28	1:10
19	B.Com Marketing	2	20	1:10
20	BBA	2	27	1:13
21	MBA	9	111	1:12
22	MSW	6	36	1:6

29. Is the college applying for Accreditation : Cycle 1 ☐ Cycle 2 ☑ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: ☐

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 16-9-2003 Accreditation Outcome/Result- B Grade (71. 25)

* Enclosed a copy of accreditation certificate(s) and peer team report(s) as Annexure IV

31. Number of working days during the last academic year.

180

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

169

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC : **1/06/2004**

Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC:

i. AQAR 2011-12 on line submission 28-09-2012
ii. AQAR2010-11 28-09-2012
iii. AQAR2009-10 28-09-2012
iv. AQAR2008-09 28-09-2012

34. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

Government has accorded sanction to start a P.G. course (MA English) in the aided sector.

D. CRITERIA-WISE INPUTS

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

The college was started with a vision to cater to the higher education aspirations of the socially, educationally, and economically marginalized people of the rural population and women in particular of the Thrikkakara Panchayat and neighbouring areas who belong to different minority and majority communities. It offers an ideal vision of education that is aware of, and responsive to the challenges of an emerging India in a globalised world.

THE MOTTO- The Christian ideal of love and service is integrated with service to the motherland in the college motto- *For God and Country.* True to its motto, Bharata Mata College aims at the all round formation of its students by instilling in them the basic human values and shaping them into responsible citizens of the country.

THE VISION- The College envisions itself as a centre of excellence by providing its students a comprehensive education with special emphasis on responsible citizenship, secular outlook, moral values and abiding faith in God expressed in active concern for others.

THE MISSION- The College strives to become a seminal centre for the promotion of the all round development of the students of the region, especially the women students who are socially marginalised and those from a rural background who are economically disadvantaged.

THE OBJECTIVES- The College endeavours to prepare its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, leadership, co-operation, expression of cultural talents and social service.

- The above messages are communicated to the students, staff, and other stake- holders through the college hand book
- It is published in the official website of the college.
- The Vision and Mission are displayed in front of the Principal's office as well as in all the departments.

- During the Induction Programme of the new students an orientation is given regarding the vision, mission and objectives of the college.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- For proper planning and effective implementation of the academic activities of the year, an Academic Calendar is prepared by the College Council in the beginning of the academic year in tune with the Academic Calendar issued by the Mahatma Gandhi University.
- Each department prepares a Department Academic Calendar based on the college Academic Calendar. All curricular activities such as internal assessments, assignments, seminars, results, tutorial work, entry level tests, bridge courses, remedial and advanced coaching, add-on courses etc. are conducted accordingly.
- A detailed month-wise Teaching Plan of the department is prepared by the HOD to ensure time-bound completion of the courses and timely conduct of exams.
- Separate time tables and charts are drawn out by the HOD for the faculty of the department for assignments and seminars, internal assessment and evaluation, grading of results, remedial and advanced coaching, bridge course, project duty etc.
- A semester- wise academic Course Plan is chalked out by individual teachers for the smooth progress of teaching-learning process and a copy of it is handed over to the Head of the department.
- A Teacher's Diary is maintained by each teacher which is a personal record of individual timetables, class charge details, details regarding student performance and student achievements, tutorial works undertaken, remedial and advanced coaching given, mentoring done, test papers, practical and lab works, seminars and assignments conducted, invigilation, evaluation and practical duties undertaken, student projects monitored, improvisations in curriculum made based on feedback from stake holders etc. The heads of the departments periodically verify the records which in turn are duly countersigned by the Principal.
- The Monitor's Diary is a daily record of the academic activities of each class maintained by the class monitor and handed over to the HOD at the end of each week.
- A Weekly Workload Statement is prepared by the HOD and handed over to the Principal for verification, which in turn is forwarded to the Manager.
- A course plan for Bridge Course to be conducted for the I semester students is prepared by the department well in advance.
- An Entry level test conducted for the I semester students at the commencement of classes prepares the student and the teacher for the input and the output to be

expected from the curriculum.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

Procedural support from the University:

The University provides an academic calendar in the beginning of every academic year. The syllabus to be covered in each programme and expected teaching hours allotted to each module and model questions of each course are incorporated in the syllabus.

Procedural support from the College:

Based on the university academic calendar the college prepares an academic calendar in the beginning of the academic year including various curricular and co-curricular activities to be conducted during the academic year. Semester-wise Teaching Plan and Course Plan are prepared by each teacher for the effective implementation of the curriculum.

Practical support from the University:

After the introduction of CBCSS the University conducted workshops on the grading system and the newly structured programmes. Model question papers of the new programmes were made available through the university website.

Practical support from the College:

- A workshop on the new CBCSS grading system was conducted in the college for the teachers by an expert from the university.
- The college conducted orientation programmes for teachers on the new practices in teaching such as the use of ICT, PPT etc.
- To keep abreast with the recent trends in their respective subjects teachers are encouraged to attend refresher courses/orientation courses/seminars/workshops/conferences etc. Duty leave is granted for participating in these faculty development programmes.
- The teachers attend workshops/ board meetings on curriculum, syllabi revision and restructuring conducted by the university from time to time.
- A close monitoring of the teachers' performance appraisal and the feedbacks from stake holders and corrective measures adopted therewith by the management ensures translation of the curriculum and improvement in teaching practices.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

- Course Plan & Teaching Plan are prepared and implemented by the departments.
- The institution encourages and assists the departments to conduct seminars/workshops on areas related to the curriculum.
- New books related to the topics in the curriculum are purchased periodically.
- Language Lab promotes better practice of communication techniques.

- ICT enabled teaching is encouraged.
- E-journals are subscribed.
- D Space digital Library ensures effective knowledge transfer, sharing and delivery.
- The faculty is encouraged to attend workshops and orientation on curriculum design and restructuring.
- Internal assessments, model examinations & assignments are conducted.
- Question banks based on the curriculum are prepared & given to students.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

- Students of the departments of MBA, MSW, Commerce, and Chemistry do their projects and field works through tie-ups with various industries and research agencies.
- The MBA students do a one month organization study at various organizations.
- Industrial visits are conducted by the departments of Physics, Chemistry, MBA, Travel and Tourism etc. The Commerce students are taken to the Stock Exchange to get a feel of the Stock Market Business.
- The students of B Com Tourism assist various travel agencies in facilitating foreign tourists arriving in cruise ships at Cochin to get hands-on experience in the field.
- The students of B.A. Malayalam (vocational), B Com (Travel and Tourism) and Hindi (Journalism) undergo on-the-job training networking with industries and institutions of their respective areas.
- The suggestions received from companies during placement are communicated in the syllabus restructuring committee during workshops.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

- Seven teachers of the various departments have been appointed as subject experts in their respective areas by the Syndicate of the M.G. University in 2013.
- Dr. A.U. Varghese of the Department of Hindi is a member of the BOS of Hindi. He presented a paper on restructuring Hindi Core Course in the Workshop on Restructuring of syllabus held at Maharajas College.
- The curriculum of Hindi (Journalism) was prepared by the Department of Hindi in consultation with Press Academy and Dr. A. Arvindakshan, CUSAT.
- Many teachers have participated in workshops on the structuring of the newly introduced CBCSS curriculum.
- Prof. K.O. Peter, Head of Mathematics department was a member of BOS during the year

2003-06. Dr. A.U Varghese is a member of the PG BOS from 2008 onwards and Prof. James Vallavanthara of Commerce department was a member of BOS during the year 2004-10.

- The Curriculum of the First Vocational Course in Malayalam in Kerala was prepared by Prof. Josy Joseph of Malayalam department on the model of the syllabus of the University of Advertising, Los Angeles. This was accepted by the MG University for the Model II Programme.
- Smt. Manjula Iyer, Department of B.Com (Travel and Tourism) made contributions in the workshop on curriculum revision for restructuring the syllabus for B.Com (Travel and Tourism) held by MG University at Kottayam on 15-16 Sept 2011.
- Dr. K.V. Thomas, Asso. Professor in Mathematics intimated the University about some glaring errors in the text book for Lattice Theory prescribed by the University for BSc Mathematics. The University accepted the mistakes and changed the text book.
- Dr. Laly Mathew of English department drafted the syllabus for an optional course in Children's Literature to be included for the restructured M.A. English Programme of the University and submitted it to a member of the Committee on Restructuring of M.A. English.
- Student feedback on the different language of the prescribed text book of Complementary course II of BA English was conveyed to the author by the concerned teacher.
- Based on student and teacher feedback the university was informed on the Course in Literary Criticism about its anomalies by Prof. K.V. Jogy.
- Prof. K.A. Augusthy was a member of the Syllabus Revision committee of Physics during 2009-.10. Prof. Prince J Josevilla and Dr. Aype Thomas attended the Workshop on the restructured syllabus of Physics for the UG Programme held at Aquinas College and Maharajas College, Ernakulam in 2009.
- Dr. Priyalakshmi G of Zoology department gave suggestions for improvement to be made on the restructured syllabus of Zoology organized by MG University at Baselius College, Kottayam from 23 - 31 August 2009.
- Dr. M.V. Rosa suggested introducing Fuzzy Mathematics in UG syllabus in a two day Workshop on UG Syllabus Restructuring at S.H. College, Thevara on 16th and 17th Nov.2006.
- Prof. K.O. Peter of Mathematics department gave suggestions regarding Student Projects in UG Workshop on Restructuring of CBCSS degree programme- 28-29, July 2011 at CMS College Kottayam Organized by UG Board of studies MG University, Kottayam.
- Prof. K.O. Peter attended a three-day workshop on Restructuring of PG Curriculum in Mathematics on 15-17, December 2011 at CMS college Kottayam Organized by UG Board of studies MG University Kottayam and presented suggestions of the department on improving the curriculum by introducing new topics and changing the age old text books of PG courses.
- The feedback from industry on the poor quality of skilled job aspirants owing to the lack of a job oriented curriculum was conveyed in the various workshops on restructuring conducted by the university.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the processes ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

- The Curriculum of the Add- on courses are developed by the departments of the institution.
- The curriculum for B.A. Malayalam (Vocational) was developed by Prof. Josy Joseph, a teacher of the college which was accepted for the Model II Programme under the University.
- The curriculum of Hindi (Journalism) was prepared by the Department of Hindi.

1.1.8 How does the institution analyze/ensure that the stated objectives of the curriculum are achieved in the course of implementation?

- Periodic tests and assessments are conducted to make sure that the students imbibe the objectives stated by the curriculum.
- The number of students passing out of the college, the rate of students pursuing higher studies and the number of students clearing NET/SET/IELTS etc are other benchmarks to ensure the achieved outcome of the curriculum.
- The college provides placement opportunities for students in various disciplines based on their curriculum.
- The institution ensures that the stated objectives of the curriculum are achieved in each course by analyzing the feedback from parents, students and stakeholders and adopting corrective measures based on it.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives, give details of the certificate/diploma/ skill development courses etc., offered by the institution.

Bharata Mata College sends out a steady stream of men and women who are committed to the abiding values of life and who will take responsible share in the life of the country. True to its motto, *For God and Country* the College aims at the all round formation of its students by providing them a comprehensive education with special emphasis on responsible citizenship, secular outlook, moral values and abiding faith in God expressed in active concern for others. It endeavours to prepare its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, co-operation, social commitment, intercultural harmony and eco-justice. The College facilitates the holistic development and empowerment of the students, and opens up new vistas of knowledge in a global world to an

economically disadvantaged rural student community, especially of the girl students who form the majority. All academic and non-academic activities undertaken in the college are envisaged in the backdrop of these ideals.

The Following Certificate/ Skill development courses were offered by the institution to realize these goals and objectives:

SL. NO	TITLE	DEPARTMENT	Year
1	Media Writing	English	2012
2	News Reading and Anchoring	Malayalam, Hindi	2012
3	Translation Hindi-English- Malayalam	Hindi	2012
4	Basics in Computer	Economics	2012
5	Horticulture and Flower Arrangement	Botany	2012
6	Health & Nutrition	Zoology	2012
7	Certification in Online Financing	Commerce	2012
8	Futures and Equity Exchange	Commerce	
9	Familiarization of computers: MS Word; Excel and internet	Physics	2012
10	Preparation of Common Cleansing Agents	Chemistry	2012
11	Computer Basics [Ms Office, Excel, Power point and Internet]	Mathematics	2012
12	Web Designing and Graphics	Mathematics	2013
13	Counseling	Management	2013
14	Communicative English	Management	2005-
15	Neuro Linguistic Programming(NLP)	Management	2007-
16	SPSS	Management	2006-
17	Stress Management and yoga	Management	2006-
18	Certificate course in Airline – Airport Management	Travel and Tourism	2012
19	Income Tax Law- Procedures and practices	Travel and Tourism	2012
20	Yoga	Travel and Tourism	2013
21	Transaction Analysis	Taxation	2012
22	Certificate Program in General Management and Business Etiquettes	Taxation	2012
23	Yoga	Taxation	2012-

24	Communicative English	Taxation	2012-
25	Yoga	MSW	2005-
26	Communicative English	MSW	2005 -
27	Popular Theatre	MSW	2008-
28	Participatory Rural Appraisal (PRA)	MSW	2005 -
29	Transactional Analysis(TA)	MSW	2008 -
30	Learning Disability (LD)	MSW	2008-
31	Project Management	MSW	2005 -
32	Statistical Package for Social Sciences (SPSS)	MSW	2005 -
33	Transactional Analysis(TA)	English	2013
34	Garden Designing and Nursery Management	Botany	2013

Apart from the above the college has applied for UGC sponsored Add- on courses and it is in the process of implementation.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

No such programme is offered by the University/Institution.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.

- **Range of Core /Elective options offered by the University and those opted by the college**

  The sixth semester of the UG courses and the fourth semester of the PG courses offer options for electives in the core programme. The Model I B.Com and the Model II programmes have an additional core option.

Choice Based Courses offered by the University & opted by the college for the Sixth Semester:

Department	Courses Offered	Course opted by the department
Mathematics	Operations Research	Topology
	Programming in C	
	Topology	
	Theory of Computations	

Physics	Astronomy and Astrophysics	Information Technology
	Information Technology	
	Renewable Energy Technology	
	Nanoscience and Nanotechnology	
Chemistry	Nanochemistry & Technology	Environmental Chemistry
	Industrial Chemistry	
	Polymer Chemistry	
	Environmental Chemistry	
	Soil & Agricultural Chemistry	
	Computer application in Chemistry	
Botany	Agribusiness	Plant genetic resources management
	Phytochemistry & Pharmacognosy	
	Plant genetic resources management	
	Agribusiness	
Zoology	Ecotourism	Applied Entomology, Management of Ornamental Fish Breeding, Vermiculture and Bee keeping
	Nutrition, Community Health, and Sanitation	
	Applied Entomology, Management of Ornamental Fish Breeding, Vermiculture and Bee keeping	
Hindi	Hindi Satire	Hindi Satire
English	Creative Writing in English	Regional Literatures in Translation
	Regional Literatures in Translation	
Economics	Outline of Economic Thought	Entrepreneurship and Small Business Economics
	Human Resource Management	
	Marketing Management	
	Entrepreneurship and Small Business Economics	
	Travel and Tourism Management	
	Econometric Methods	
	Informatics	
Malayalam	Malayalam Literature of Women Writers	Malayalam Literature of Women Writers
	Electronic Communications & Languages	
	Magazine Journalism	
Commerce	Finance &Taxation	Finance and Taxation (Aided & Self Financing) Travel and Tourism (Self Financing) Computer Applications (Self financing) *All the above options offer four courses in total from III Semester onwards.*
	Computer Applications	
	Co-operation	
	Travel and Tourism	
	Marketing	

- **Elective Options**

  The Choice Based Credit and Semester System (CBCSS) offer options to choose a course (Choice Based Elective) from their own core course in the sixth semester (details given above) and an Open Course of their liking from other programmes during the fifth semester **.**

  Open Courses offered by the University & opted by the department for Semester V:

Department	Courses Offered	Course opted by the department
Mathematics	Mathematical Modeling	Applicable Mathematics
	Applicable Mathematics	
	Financial Mathematics	
	Mathematical Economics	
Physics	Energy and Environmental Studies	Energy and Environmental Studies
	Amateur Astronomy	Amateur Astronomy
Chemistry	Diary Science	Food Science
	Food Science	
	Forensic Science	
	Environmental Chemistry	
	Nanoscience & Nano Technology	
Botany	Horticulture and nursery management	Horticulture and nursery management
	Agribased microenterprises	
	Ecotourism	
	Biotechnology	
	Bioinformatics	
Zoology	Man, Nature and Sustainable Development	Management of Ornamental fish breeding , Rabbit farming , Poultry, Quail farming, Vermi culture, Beekeeping and Sericulture
	Human Genetics, Nutrition, Community health and Sanitation	
	Management of Ornamental fish breeding , Rabbit farming , Poultry, Quail farming, Vermi culture, Beekeeping and Sericulture	
	Food Microbiology	

English	Theory, Language and Appreciation of Films	English for Careers
	Media Studies	
	English for Careers	
	Creative Writing in English	
	Regional Literatures in Translation	
Economics	Foundations of Environmental Economics	Fundamentals of Economics
	Fundamentals of Economics	
	Agricultural Economics	
	Demography	
	Business Economics	
Hindi	English for Careers	English for Careers
Malayalam	Media Studies	Media Studies
	Basic principles in Journalism	
	Environmental Studies	
Commerce	Fundamentals of accounting	Capital market & investment management
	Business ethics	
	insurance and risk management	
	Capital market & investment management	

- **Choice Based Credit System and range of subject options**

  All the programmes under the CBCSS offer options in their V Semester in the Open Course where each student has the freedom to choose any of the courses offered by any of the departments under the system. The VI semester also offers an elective in the core course.

- **Courses offered in modular form :**

  All the courses in the degree programmes are designed in the modular form. The first semesters of the PG programmes are also in modular form.

- **Credit transfer and accumulation facility**

  The university allows provision for credit transfer subject to the conditions

specified by the Board of Studies concerned.

- **Lateral and vertical mobility within and across programmes and courses**

  The affiliating University does not permit lateral mobility across programmes. However, the Open course of the V Semester gives opportunity for lateral mobility within the programme.

  All the UG and PG courses have provisions for vertical mobility. The college conducts three P.G. programmes in Chemistry, Commerce and Mathematics and two professional programmes in Social Work and Management Studies and an off-campus centre for MBA to facilitate vertical mobility in the respective subjects and other disciplines.

- **Enrichment Courses**

  Add - on Courses are offered to the students for enrichment with respect to their core programmes (Ref.1.2.1.). The syllabus, duration and evaluation methods of these courses are framed by the concerned departments.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes. The following self -financing programmes are offered by the institution.

i. B Com Travel & Tourism
ii. B Com Taxation-(2 batches)
iii. B Com Computer Application (2 batches)
iv. B Com Marketing
v. BBA
vi. MBA
vii. MSW

The college follows the regulations of the Mahatma Gandhi University with regard to the admission to the above programmes including issue of application forms and prospectus, publication of rank lists, conduct of interview etc. The prescribed curriculum of the university is followed for the different programmes, availing the options therein. The programmes have a fees structure stipulated by the Mahatma Gandhi University for self-financing programmes. The institution ensures that the faculty have the qualifications prescribed by the University and Government. The college has a compensation package offered to the members of the faculty in commensuration with their merits and qualifications.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

The college is a Training Partner Institution (TPI) of Additional Skills Acquisition Programme (ASAP) of the State Government which imparts training to selected final year students of the Arts and Science colleges of the State as Skill Development Executives who in turn train the High School students of the region in communication skills. The students of our college also have availed of this training programme.

Each department offers add-on courses which help to churn out self reliant and industry –ready professionals equipped with the needed skills and abilities. The skill oriented programmes offered by the various departments are mentioned in 1.2.1. Global competency among the students is developed also through computer education and communication skills.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

The affiliated University does not provide such flexibility.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

- Special care is taken to bridge the gap between the required knowledge for the curriculum and competency of the new entrants through personal interaction and bridge course offered in the first week of the first semester.
- An orientation programme is offered to the freshers to acclimatize the rural students to the college atmosphere.
- Skill- based Add- on courses are provided by each department to prepare students for fulfilling careers.
- Seminars/ lectures/ workshops etc are conducted related to the respective areas of the students which promote intellectual enquiry and independent thinking..
- ICT enabled teaching is encouraged in all courses
- Optimum use of the departmental libraries and the general library is ensured.
- Field trips, study tours, industrial visits, community development programmes etc are conducted to enhance co-operation and ensure social service.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

In addition to the open courses offered in Semester V and the add-on courses conducted by the departments (1.2.1) the institution conducts several student- oriented academic and career programmes and Personality Development Programmes which enrich and modify the curriculum to suit the needs of the employment market. The college has applied for three UGC sponsored Add on Courses with an eye to cater to the needs of the employment market.

- The Department of Commerce subscribes to the business newspaper 'Business Line' for the students and conducts regular discussions on Indian and world stock markets.
- Lecture and Demonstration of setting up an aquarium was held on 21-07-2010 by the Department of Zoology.
- To instill environmental awareness among students field trips are conducted regularly to places such as Waynad, Mysore, Ooty, Thattekkad Bird Sanctuary etc.
- Documentary films and short films are produced every year by the students of the departments of Malayalam, Hindi and Mathematics.
- The Department of Social work conducts regular enrichment lectures by eminent resource persons of the society, NGO's, and the industry on curriculum related topics like social welfare, human rights, communal harmony, inter-religious harmony, mental health, counseling, social service, social justice, Gandhian Thought, eco-justice, environmental awareness etc.
- The students of the B.Com (Travel & Tourism) and B.A. Malayalam departments undergo on-the-job training in reputed tourism related enterprises and Ad firms for one month in the V semester.
- A Film show on "Einstein, $E=mc^2$" was held by the Physics department.
- The Botany department organized lectures to the students on vermi-composting and the use of bio pesticides.
- The department of English held classes on Interview Techniques for the final year students.
- Seminars and workshops conducted by all the departments are based on topics which are meant to enrich the curriculum and equip the students for the employment market.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc, into the curriculum?

- Two seminars on Biodiversity and Conservation were conducted by the Zoology department.
- Seminars on *Human Rights* and *Global Warming and Climate Change* were conducted by the Social Works department and Physics department.

- All the students are taught issues related to gender, climate change, environment education and human rights since the curriculum of the Common Courses of Part I English include modules such as Globalization & its Consequences, Human Rights, Gender Questions, Science & Ecology etc. Students are given topics based on the above issues as assignments and for conducting seminars, group discussions and debates in order to integrate these cross cutting issues into the curriculum.
- The curriculum of certain degree and postgraduate programmes like B.Sc. Voc.Physics, B.A. English, B.A. Vocational Malayalam, B. Com Computer Application and M.Sc. Maths, include courses on Computer Application, Informatics and Information and Communication Technology. These courses adopted ICT enabled learning.
- Special days such as International Women's Day, International Human Rights Day, Ozone Day, World Food Day, World Forest Day, World Water Day, World Environment Day, Alzhemer's Day, AIDS Day, Wild Life Week etc are observed by conducting seminars, chart and poster exhibitions, processions, street plays etc.
- The Women's cell of Bharata Mata College, aims to encourage the girl students to break their personal limitations by creating awareness and ensuring women empowerment regarding education, participation, gender equality, economic independence and exercise of rights.
- A seminar on *Human Rights and its Challenges* was conducted by the Justice Club in collaboration with FIAT-JUSTICIA.
- The college has a computer laboratory, where students are given working knowledge in every-day computer applications. Basic literacy in ICT is also provided to the faculty through workshops so as to familiarize them with the use of modern tools and techniques. This gradual process and initiatives of the college work towards preparing the students to compete in the global employment market.

1.3.4. What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- **moral and ethical values**

Value education classes and value orientation programmes are conducted for each batch to instill moral and social responsibility among the students. Annual retreats are conducted separately for the staff and the students. Campus Ministry and its sister concerns- AICUF and Jesus Youth conduct value-oriented programmes separately for each batch.

- **employable and life skills**

The Career Guidance Cell and the Placement Cell of the college organize training programmes, workshops and seminars to improve the employability and life skills of the students. All the departments plan their add-on courses to cater to this need. The seminars, lectures and work shops conducted by the departments are in tune with the demands of the employment market and the challenges in acquiring life skills.

The college is a Training Partner Institution (TPI) of Additional Skills Acquisition Programme (ASAP) of the State Government which imparts training to selected final year students of the Arts and Science colleges of the State as Skill Development Executives who in turn train the High School students of the region in communication skills. The students of our college also have availed of this training programme.

- **better career options**

The enrichment programmes such as Awareness talk on State Level PSC exams, Interview Techniques and CV Preparation, Career Fest etc conducted by the Career and Placement Cell and the add-on courses, seminars and workshops conducted by the departments, especially those of the departments of MBA and MSW are meant to equip the students for better careers. A Career Expo was conducted by the B.Com Travel and Tourism department for the students of the college and the neighbouring institutions.

- **community orientation**

All the departments conduct out-reach programmes aimed at giving back to the community in return for the services rendered by it. The various extension activities of the college towards community orientation are the following:

❖ **House construction**

1. Based on the social surveys conducted by the Campus Ministry a house was constructed with financial assistance from the teaching staff for an economically downtrodden family in Kaloor, Ernakulam in 2012.
2. After house visits of students made by the teaching staff, a house was constructed in 2011 for one of our promising students of the final year BSc. Zoology. The teaching staff of Bharata Mata College contributed from their salary to construct the house.
3. The entire college community contributed to construct a house for a deserving childless couple in Amballoor in 2006.

Manual help for the construction of the above houses was provided by the NSS volunteers.

❖ **Dialysis Unit**

The teaching staff of the college contributed Rs. 500000 from their salary in 2013 to donate a Dialysis Unit to the Kidney Foundation run by Rev. Fr. Chiramel which provides free dialysis to poor patients.

❖ **Mid –day meal – 'Padheyam'**

Bharata Mata is the first college in the State to take part in Padheyam' –providing mid-day meals once a week to the destitute and mentally deranged in the streets and the economically disadvantaged in hospitals etc.

❖ **Charity auction**

Students and teachers are actively involved in collecting and sponsoring items and in bidding for the charity auction conducted in October every year to raise fund to help the financially backward students of the college.

Financially deprived students are given study materials and financial aid by the college and the departments. There are a bunch of socially committed teachers, who wish to keep anonymity, who provide financial assistance to their wards including fees, money for books and partial funding of study tour etc.

❖ **Care for the deprived**

Care for the less privileged through sharing one's time and means is the hallmark of the objective of the college to serve the less privileged fellow beings of the country. Many departments like the Malayalam , Hindi , School of Social Work, English , Mathematics, etc contribute essentials and celebrate one of the main days of observance with the inmates of the homeless destitute of '*Karunalayam', Home of Faith* etc.

❖ **Waste management**

An exhibition stall regarding waste management was put up as part of a Five day awareness programme by MSW department during Vanitha-Ice programme conducted at Kochi International Stadium during the academic year 2011-12. The programme successfully reached out in creating awareness in waste management to thousands of people who visited the stall.

❖ **Water Quality Analysis**

Water samples were collected from wells of nearby houses and corporation water from various residential colonies and its pH, hardness, COD, BOD were examined and comparative analyses was done by the M Sc students in the Chemistry lab. A two-week training programme in E-coli determination in the sample waters were attended by the staff and selected students of the department at Beright Singh's Laboratory, NCAAH, CUSAT. Determination of total & faucal whform in the sample waters is also expected to be carried out in the department lab very soon.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Based on student and peer feed back the following contributions in enriching curriculum were made:

- Dr. K.V. Thomas, Asso. Professor in Mathematics pointed out some glaring errors in the text book for Lattice Theory prescribed by the University for BSc Mathematics. The University accepted the mistakes and changed the text book.

- Student feedback on the Complementary course II of BA English was conveyed to the author of the prescribed text book.
- Based on student and teacher feedback the university was informed of the anomalies in Course in Literary Criticism by Prof. K.V. Jogy.
- The feedback from industry on the poor quality of skilled job aspirants owing to the lack of a job oriented curriculum was conveyed by the teachers in the workshops on restructuring conducted by the university.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The college has enhanced and sustained quality continuously. The following measures were taken by the institution during the last five years to evaluate its enrichment programmes:

- Evaluating the quality of the programme through students' feed back collected at the end of the conduct of the programmes.
- Periodic review of the programmes by the Principal.
- Assessing students' performance in the courses and taking remedial measures, for improvement.
- Conduct of periodic meetings by the Principal with the teachers-in- charge to discuss, monitor, guide and motivate them suitably.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- Four members of the faculty who were members of various Boards of Studies of the Mahatma Gandhi University were involved in the framing of the curricula.
- Suggestions were presented at collegiate and university levels by the faculty in various orientation seminars and faculty development programmes.
- The curriculum of BA Vocational Malayalam of M.G. University was prepared by Prof. Josy Joseph of Malayalam.
- The curriculum of Hindi (Journalism) of M.G. University was prepared by the Department of Hindi.
- The teacher of the department of B.Com (Travel and Tourism) Smt. Manjula Iyer made major contributions to the new CBCSS syllabus of the Programme.
- Dr. Laly Mathew of English department drafted the syllabus for an optional course in Children's Literature to be included for the restructured M.A. English Programme of the University and presented it to a Committee Member on Restructuring of M.A. English.
- Prof. Prince J Jose villa, Dr. Aype Thomas and Prof. K.A. Augusthy of the Physics

department were able to give valuable suggestions to the CBCSS syllabus for Physics.

- Dr. Mary Joseph T., Dean of MBA department, participated in the curriculum development workshop conducted at M.G. University during the academic year 2009-10 and gave concrete suggestions for the improvement of the existing syllabus of MBA.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

- **Students:** Interaction of the faculty and the students in and out the class rooms is an effective measure through which the college obtains feedback from the students. The college has an Internal Quality Assurance Cell (IQAC) that collects periodically the written feedback of students to evaluate the curriculum and also the teachers.
- **Alumni:** The department alumni meetings, formal and informal, provide a better understanding of the effectiveness and applicability of the curriculum in the practical sense. The feedbacks obtained from the alumni are incentives for modifications or inclusions suggested by the faculty in the workshops and meetings conducted by the University Curriculum Changes and enrichment.
- **Parents:** The College has a Parent Teacher Association (PTA) functioning well. The parents are invited to the college and the concerned departments in order to interact with the teachers. Written feedback is obtained in the interactive sessions as well as during the Open House**.**
- **Employers:** The employers give their feedback with regard to the curriculum and the industry needs during the meetings and interactions with the Principal and the Placement Cell of the college.
- **Academic Peers:** The departments have started collecting feedback from the academic peers. The members of the faculty also get feedbacks from their interactions with academic peers of other colleges during centralized evaluation, seminars and faculty development programmes. Through such interactions, various suggestions and modifications are discussed and conveyed to the Board.
- **Community:** The general acceptance of the course programmes by the students and their parents is a sign of acceptance on the part of the community also. Besides, there are community linked programmes initiated by the college, during which the college authorities meet the members of the local community and interact with them and obtain sufficient feedback of the academic activities going inside the campus.

The suggestions made on the above feedbacks are conveyed to the University through teachers who are members of the board of studies or those attending seminars/workshops on with Curriculum development.

1.4.3. How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?

Five new programmes, namely B Com (Computer), B Com (Taxation) and BBA were introduced by the institution during the last four years.

The growing demand for programmes on management, finance, marketing and computer applications and the greater job prospects these programmes offered were the major factors in introducing the new programmes. Another factor was that hundreds of students who had applied to the university for admission to these programmes were left without getting admissions in colleges. The wide range of options and opportunities these programmes open up for pursuing higher studies was an added factor.

Any other relevant information regarding curricular aspects which the college would like to include:

The following curricular aspects are the vindication of the everlasting commitment and quest for excellence of the college in quality higher education.

Scientific Selection of Teachers

The institution follows a scientific and systematic procedure to select and appoint teachers. The management prioritizes such qualities in the aspirant candidates as genuine aptitude for teaching, meritorious academic qualifications and the desire to keep abreast with the latest knowledge in the subject.

Enhancement of Library Facilities

Every year, more than 500 new books of latest edition / new arrivals are added to the Library. . The library has been technologically upgraded with D-space digital facility, bar-coding and INFLIBNET.

Faculty Development Programmes

The college has conducted 5 international seminars and 11 national seminars over the last three years. 13 UGC funded Minor Research Projects (MRP) and 2 Major Projects have so far been undertaken by the teachers. 8 members of the faculty from different disciplines were awarded with Ph. D over the last five years. Dr. Shiny Palatty has been awarded with the prestigious PDF by UGC to pursue her Post Doctoral degree.

Student Development Programmes

The students are motivated to participate in seminars, symposiums, workshops related to their curriculum. Several department-wise orientation programmes and guest lectures were organized for

the students in different areas such as, personality development, communication skills, interview techniques, etc, as well as in new trends in each discipline. Such programmes convince the faculty and students of the need for timely enhancement of the curriculum.

ICT Enabled Classrooms

Each department of the college is equipped with computers and LCD projectors to transact virtually the modern trends and innovations in the respective areas to the students which are standardized in the curriculum.

Academic Audit

To enhance the quality of the institution the college has the innovative practice of monitoring the academic and non-academic activities by conducting an annual academic audit. Corrective measures and suggestions for improvement are provided by the audit team. .

Coaching for Entry into Services

The students of the college and other aspiring candidates from outside are provided free coaching for tests leading towards entry into services. While enhancing the employability of the students it also improves their learning.

ASAP Centre

The college has been selected as a Teaching Partner Institution of the ASAP(Additional Skill Acquisition Programme) Project launched by the Government of Kerala to enhance the communicative skills and competence in English language of young learners of the college and the colleges of the State so as to make them trained and skilled for the world market.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Prior to 2010 Publicity to the admission process was ensured by distributing a detailed prospectus along with the application forms issued to candidates seeking admission. The same was published in the official website of the college and the regional news papers. Since the introduction of the CAP (Centralized Allotment Process) by MG University in 2009, the admission process has been practised through the new single window procedure. As the college is affiliated to the Mahatma Gandhi University, Kottayam, the information about the commencement of admission during the academic

year , the date of submitting the application for admission, cost of fees for application, the last date for submission of application etc, are intimated by the University through the regional and national newspapers.

However the details regarding the history and the status of the College, built-up area, location, amenities available, profile of the departments, faculty details, courses offered, academic performance, photo gallery, etc. are posted on the college website.

The admissions to the self- financing courses are advertised and made public through a detailed prospectus which is printed and distributed to those who seek admission to the programmes. The details are also made available on the college website.

Admission Committee

An Admission Committee comprising of the Principal, management representative, heads of the departments, members of the teaching staff, non-teaching staff and the PTA executive is in charge of the whole process of students admission. The admission process begins soon after the Plus-Two results and Degree results are published. The admission committee interviews the selected candidate along with his / her guardian to get a comprehensive picture of the economic, social and academic background of the student.

The general merit list of selected candidates in the order of merit is published in the college notice board. Enquiries regarding calculation of merit and ranking of the candidates are answered promptly. Transparency in the admission process is strictly observed. The list of selected candidates is uploaded to the University after each day's admission. After the admission process is over, the list of students admitted on merit and statutory reservation basis are displayed on the college notice board and a copy is sent to the University.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The rules for admission stipulated by the Mahatma Gandhi University and the Government of Kerala are strictly adhered by the college while selecting the students. The admissions are open to all students belonging to various categories, gender, religion and caste. The whole process of admission is almost fully computerized. The admissions are made on merit, calculated on the basis of marks obtained in the qualifying examinations.

Admission to the Aided Programmes

Since the academic year 2010-11 the admission for Aided Programmes is being done through Centralized Allotment Process (CAP) as stipulated by the MG University. The University invites applications on- line from the students who have passed the qualifying examinations. There is only a single application form for applying for admission to all degree programmes in different colleges. A maximum of 20 colleges can be opted by an applicant. The college invites applications from students seeking admission in community or Management quota only. After receiving the application the college prepares a rank list. Syrian Catholic students have a reservation of ten percent on community merit basis, to which the admission is done purely on merit based on their previous academic performance. The management of the institution holds the right to admit twenty percent of the total strength considering only the minimum eligibility for admission. One seat in each degree course and one seat for every twenty seats at Post degree level is reserved for students with a personal achievement in sports at the State or University level. Fifty percent of the total seats are filled on the basis of University seat allotment based on academic merit and option.

The college also follows reservation norms set by the state government. SC and ST students have got twenty percent reservation and admissions to these seats are also based on academic merit and options given. One percent of the seats for each course are reserved for the physically handicapped candidates, subject to a maximum of a three percent of the total seats for all the undergraduate and postgraduate courses.

Admission to Self –financing Programmes

The criteria for the admission to the self-financing programmes is 50:50, where 50 % seats are filled by the university through CAP process and the other 50 % seats are filled through the management quota . However, the admission to the MBA Programme is made on the basis of the CMAT score, GD and interview, in addition to the performance in the undergraduate examination. The candidates to the MSW programme are selected through an entrance test conducted by the university and an interview conducted by the college.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

A minimum 33% marks or an equivalent score of Grade D is required for admissions to the undergraduate and post graduate programmes as stipulated by the University. The University allots provisional admission to the candidates according to the rank list and options through Centralized Allotment Process (CAP). A minimum of 50% is required for the MBA programme with a relaxation

for SC/ST candidates.

Since the majority of the students seeking admission to the institution belong to the economically, socially and educationally backward sections of the society, their academic credentials are weak when compared with their more privileged counterparts in the city colleges, though it is higher than that of the neighbouring colleges under the Zone. Yet the reputation of the college in the immediate locality is an incentive to those seeking higher education to flock to this institution.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The new admission system under the Centralized Allotment Process (CAP) of the MG University has succeeded in democratizing the admission procedure. Once the admission is complete after successive allotments by the university, the Admission Cell reviews the admission process. The number of SC, ST, OBC, minority and women students admitted each year are prioritized, thus realizing the goals and objectives of the college. Sufficient number of seats for the physically disadvantaged and students in the sports quota are also ensured through the review.

The Admission Cell observed that the most number of admissions sought by those candidates were for the core subjects of Commerce and Management. Hence the college started three new courses in these streams in the unaided sector. The IQAC has also recommended for applying for the sanction of PG programmes in English, Malayalam, Physics, Economics, Microbiology etc. on priority bases as per the market demand.

Other than a general review of the profile of the students admitted in toto, the profile of each student is prepared individually by the class teacher and reviewed. This gives an opportunity for a closer study and understanding of the social and financial background of the new recruit on a more personal level ensuring room for improvement in the all-round development of the student. The students admitted in management and community quota are required to provide the details of the person recommending them for admission on a separate format. The performance of the students selected in these quotas is specially monitored. In case of delinquencies on the part of such students their references are intimated for intervention.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.

- **SC/ST**

  Twenty percent of the sanctioned seats are reserved for the students from the disadvantaged communities like scheduled caste and scheduled tribe. The admission of the SC and ST are ensured by strictly adhering to the reservation policies of the Central and State governments and through the Centralized Allotment Process (CAP) of the MG University.

- **OBC**

  Though there is no reservation for admitting students belonging to OBC and OEC, 30% of students admitted to the college belong to OBC and 5 % to OEC. The Equal Opportunity Cell functioning in the college ensures inclusion of the SC, ST, OBC and OEC students into the main fold.

- **Women**

  The mission of Bharata Mata College is to become a seminal centre of higher education for the socially and economically marginalized rural women in particular. Though the Government or the University imposes no reservation for admission of women students, over sixty two percent of our students are girls, especially belonging to rural minority communities. The care and concern provided to the girl students by the institution give the parents great confidence to seek admission to their girl children without fear. Ample opportunity is available in the campus for the girl students to blossom out under the guidance of the teachers and the Women's Cell.

- **Differently abled**

  One percent of the total seats is reserved for the differently-abled sections, namely, blind, deaf and orthopeadically handicapped students. Special care and facilities are provided for the convenience of the differently-abled for taking lecture notes and for writing exams including separate rooms, help of scribes etc.

- **Economically weaker sections**

  Majority of the students admitted to the aided programmes belong to the economically weaker sections of the society. (Students admitted from the economically weaker sections are given scholarships and concessions on the basis of Kumara Pillai Commission Report (KPCR) and financial aid instituted by UGC and by the institution including charity auction. Some teachers also give them free tuitions).

- **Minority community**

  38 % of the students admitted to the college are Muslims and 28 % are Christians, both

minority groups.

Though the college is a Christian minority institution the students belonging to the Muslim minority community are more in number than Christian students.

- **Sports personnel**

  One seat in each degree programme and one seat in every 20 seats for the Postgraduate programmes are reserved for the sports personnels. Sports students are admitted through the management quota also.

  Scholarships and incentives are provided to the students admitted under the sports quota.

- **Local students**

  Due representation is given to students of the locality in the admission process through the sanctioned seats in the management quota; more than 80 % of the students are local students. Local students are also accommodated through the 20% seats reserved under the management quota in the aided programme and 50 % in self financing programme. Moreover, local students prefer this college through the CAP process of M.G. University.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programmes	**Number of applications**				**Number of students admitted**				**Demand Ratio**			
UG	2012	2011	2010	2009	2012	2011	2010	2009	2012	2011	2010	2009
BSc Mathematics	67	96	514	578	12	12	36	36	1:6	1:8	1:14	1:16
BSc Physics	78	102	612	717	12	12	32	32	1:7	1:9	1:19	1:22
BSc.Physics Voc.	18	17	51	73	9	9	24	24	1:2	1:2	1:2	1:3
BSc Chemistry	97	122	650	667	12	12	32	32	1:8	1:8	1:20	1:20
BSc Zoology	32	46	253	246	12	12	36	36	1:3	1:4	1:8	1:7
BSc Botany	22	32	242	213	11	11	36	36	1:2	1:3	1:7	1:6
BA English	138	212	1102	1080	9	9	24	24	1:24	1:23	1:45	1:45
BA Malayalam	36	52	265	252	8	8	24	24	1:5	1:7	1:11	1:10
BA Economics	65	89	1183	1128	13	13	40	40	1:5	1:7	1:29	1:28
B Com	687	772	1714	1453	18	18	50	50	1:38	1:42	1:34	1:29

Programmes	Number of applications				Number of students admitted				Demand Ratio			
B.Com Taxation (SF)	438	598	650	642	27	26	60	60	1:16	1:23	1:10	1:11
B.Com Travel &Tourism (SF)	438	598	650	642	30	27	40	40	1:15	1:22	1:16	1:16
B.Com Computer (SF)	82	-	-	-	40	-	-	-	1:2	-	-	-
B.B.A.	40	-	-	-	22	-	-	-	1:2	-	-	-
BA Hindi	NA	NA	18	22	-	-	18	22	-	-	1:1	1:1
PG												
MSc Mathematics	31	43	89	77	3	3	10	10	1:10	1:14	1:9	1:8
MSc Chemistry	39	52	102	121	3	3	10	10	1:13	1:17	1:10	1:12
M Com	49	61	127	114	5	5	15	15	1:10	1:12	1:8	1:8
MBA(self financing)	171	156	123	214	56	55	55	59	1:3	1:3	1:2	1:4
MSW(self financing)	13	16	51	43	7	7	15	15	1:2	1:2	1:3	1:3
Ph.D. Mathematics Chemistry Commerce	Based on the Allotment from University											

From 2011 onwards the admission for aided programmes are done by M.G. University through CAP and hence the demand ratio is calculated on the basis of the application received for management and community quota seats only.

- The college is accorded sanction for the intake of students for all the programmes through marginal increase allotted by the university on an annual basis.
- Five new programmes namely B Com (Computer), B Com (Taxation) and BBA were introduced by the institution during the last two years. The growing demand for programmes on management, finance, marketing and computer applications, the greater job prospects these programmes offered and the wide range of options and opportunities these programmes open up for pursuing higher studies were the major factors in introducing the new programmes.
- Another factor was that hundreds of students who had applied for these programmes were left without getting admissions in colleges.
- Proposals for two new programmes in Commerce and PG programme in English have been submitted to the University for sanction.
- The BA Vocational Programme in Hindi has been discontinued. The reasons for

discontinuation were the insufficient number of students applying for the course and the high dropout rate.

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

The institution is committed to cater to the needs of differently-abled students, both in their academic requirements and physical comforts. Such students are provided seats in the front row near to the door in the class rooms. (In some cases the classes were shifted to the ground floor for the convenience of physically handicapped students). Blind students are provided with audio CDs of the lectures. During the examinations special arrangements are made for the differently-abled including separate rooms. Blind students are provided extra time in a separate room with the facility of a scribe for writing exams.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

During admissions to the UG programmes a panel of teachers under the chairmanship of the Head of the Department interviews the candidates and assesses their knowledge, needs and skills for doing the programme. The orientation conducted for the parents and the new students gives a general awareness of the programmes and its scope. Further the freshers are enlightened on the scope of the study, the details of the courses to be studied, the mode of evaluation and assessment by their respective departments. The performance of the students in the Entry Level Test conducted at the beginning of the first semester is a bench mark for assessing the students' needs in terms of their knowledge and skill. This exercise bridges the knowledge gap of the incoming students enabling them to cope with a new environment.

The score in the CMAT exam and the entrance tests for MBA and MSW respectively are yardsticks to assess the knowledge and skill needed for the students joining the programmes.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge / Remedial / Add-on / Enrichment Courses, etc.)

The institution adopts several strategies to initiate the enrolled students into the programmes of their choice and to bridge the knowledge gap that they might experience in their fresh areas of study. These measures, enumerated below help the new entrants to cope with the academic challenges offered by their programmes:

- **Entry Level Tests**

All the departments conduct an Entry Level Test for the first year students at the commencement of the programme. The tests would be oral as well as objective type written tests. Based on the performance in these tests the students are identified as advanced, average and weak students. Remedial coaching is given to the average and the weak students and advanced coaching to the best performers.

- **Bridge Course**

During the first two weeks of the first semester a bridge course is conducted for the initiates to help them settle smoothly into their areas of study. The course helps to bridge the knowledge gap of the students who are new to their core subjects. A course plan is prepared and the teachers of the I Semester core subjects conduct the bridge course.

- **Tutorial system**

Twenty / twenty five students of each class of the department are put under the charge of a tutor or a teacher-in-charge. Thus all the students of the college come under the tutelage of a teacher. The tutor holds weekly interactions with his/her wards to discuss and guide their academic performance and problems. The tutor counsels the student and recommends them for remedial or advanced coaching, as the case may be.

- **Mentoring**

The tutors take care of the responsibility of mentoring the students as well. The tutor provides counselling and guidance to the ward in academic, career and personal matters. These interactions help the students in solving their personal problems as well as problems related to studies. The students feel free to approach their tutors whenever the need arises.

- **Remedial and advanced coaching:**

Weak students are identified through the Entry level tests and remedial classes are conducted for them. Bright students are given challenging tasks as part of advanced coaching. A time-table is chalked out for the purpose and internal arrangements are made by individual departments for the conduct of the classes.

- **Add-On Courses**

As part of curriculum enrichment the college has introduced several add-on courses conducted with the financial assistance received from the Management. Other than these, various curriculum enrichment courses and programmes are conducted by the Career and Placement Cell and by various departments.

2.2.4. How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- **Gender**
  - Sixty two percent of the students and fifty percent of the staff of the college are females.
  - Under the banner of the College Women's Cell the institution regularly organizes gender sensitization programmes in order to develop awareness towards gender equality. A unique feature of the institution is that boys are also included in such programmes organized by the Women's Cell.
  - Some of the faculty members are specialized in gender studies and offer their service as resource persons on the topic.
  - Legal awareness programmes are conducted to make women aware of their rights and to protect them from gender discrimination and violence.
  - The department of Malayalam made documentaries on gender sensitization. The department of Hindi made two documentaries on environment issues. The department of Mathematics made short films on issues such as drug abuse, equality etc.
  - The policy of the college in this respect shall be summarized as follows:
    -Equal opportunities and constant encouragement are given to both the genders in academic activities, sports and games, placement, and other related activities.
    -Basic amenities such as rest rooms, drinking water facilities, toilet facilities, etc. are equally provided to both the genders.
- **Inclusion**
  - The Equal Opportunity Centre of the college is aimed at conducting seminars, lectures and classes to include and uplift the students from the marginalized sectors of the society into the main stream.
  - The SC/ST/OBC and other backward communities as well as other deserving students are provided financial assistance other than the government aid. The departments also provide study aids and separate financial assistance including supporting their field trips and study tours to include them in the mainstream.
  - Special attention in remedial coaching is imparted to the above students to help them improve in academics.

- **Environment**
  - The Campus Cleaning Drive conducted annually is meant to sensitize the college community on the environmental responsibility of every citizen for the earth.
  - Seminars and conferences on environmental issues such as Biodiversity, Conservation, Global Warming, Climate Change etc organized by the departments of Zoology, Botany, Physics, MSW etc were attended by students and teachers of other departments also.
  - Under the leadership of the departments of Zoology and Social Work important days like Ozone Day, World Food Day, and World Environment Day are observed. The students conduct rallies in the campus and outside the college holding placards and shouting slogans to create awareness on the issues.
  - Debates and quiz competitions on environmental and ecological issues are conducted to sensitize the community on environment.
  - The students are encouraged to do projects based on environmental issues.
  - The activities of the ENCON Club, Friends of Fauna and Nature Club are mainly focused on sensitizing the college and the local communities on the need to preserve the environment.
  - Energy Conservation Week is celebrated every year with various awareness programmes.
  - MSW department conducted street plays on World Environment Day.
  - The College has become a Green campus with the planting of trees and their regular maintenance.
  - Marking the visit of a VIP to the campus by planting a tree is another venture to create awareness on environment preservation.
  - The Herbal Garden with some rare plant species is part of the environment campaign of the college for conservation and preservation.
  - Rain water harvesting is under implementation in the campus for water conservation.
  - The college has been declared as an Eco-friendly Campus with the ban of plastics which are non-recyclable.
  - A Green Audit of the campus and naming of the flora has been conducted under the leadership of the Botany department and the Nature Club.
  - The college has well maintained beautiful gardens at various spots, making the campus evergreen and fresh.
  - The college has adopted the strip of land in front which belongs to the PWD department and is maintaining a garden in it to create awareness in the students and the public on an environment friendly neighbourhood.
  - As part of ' Plant a tree ' programme of 'Harithakeralam' project of Govt. of Kerala and in honour of five retired teachers of Zoology department five saplings of fruit trees were planted on 'World Forest Day' 21 st of March 2013.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The Entry Level Test conducted by each department at the commencement of the programme helps to identify the advanced learners. In the classroom interactions students who raise thought provoking queries and respond promptly are also identified. The following methods are used to respond to their special learning needs.

- Students who secure A grade in the University examinations are given orientation and motivation talks on Civil Service Examinations and further guidance is provided to interested candidates.
- Challenging assignments are specially given to advanced learners. They are also guided to do research oriented projects.
- The college and the department libraries are enriched with books and journals for advanced readings. The advanced learners are encouraged to use the sophisticated resources of the college library like reference books, INFLIBNET etc.
- The advanced learners are ignited to think higher and achieve better through the workshops conducted by the Career Guidance and Placement Cell. This would inspire them to prepare and appear for national civil service examinations and international examinations such as GRE, TOFEL, IELTS etc.
- The college has a 'Coaching Centre for Entry into Services' where regular coaching is given to the students to appear for selection tests like bank officers tests, PSC test etc.
- UGC NET coaching was given to the advanced learners in Commerce.
- Advanced learners are encouraged to attend national and international seminars / workshops organized by other colleges.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

The institution is sensitive to the problems and challenges of the students, especially those from the disadvantaged and economically weaker sections of society and the physically challenged and slow learners.

- The data and information regarding their academic performance are collected from the student profiles prepared and updated annually. These are analyzed by the class teacher and the Head of the department of the respective departments and action taken thereupon.
- The data collected by the Admission Committee is also analyzed for this purpose.
- Tutorial System and Mentoring are effective measures to keep track of the performance and drop out risk of such students.
- The academic performances of these students are monitored through the internal assessments,

surprise tests, assignments and seminars conducted regularly. The response of the students to oral revisions by question- answer method and to home assignments given is also criteria for evaluating them.

- Student attendance is regularly monitored and analyzed every week by the class teacher and at the end of each month by the Head of the Department. Month-wise attendance is displayed on the department notice board. Those students with attendance shortage, who obviously belong to the drop-out risk group are counseled and warned and their parents are called in. Some times house visits are also made for the purpose. Many of these house visits which generated a closer interaction between the parents and the teachers resulted in marked improvements in their ward's attendance in the college.

The institution has devised the following measures to improve their academic performance:

- Orientation Programmes and lectures conducted by the Equal Opportunity Centre
- Personality Development Programmes and Life Skills programmes
- Remedial Coaching
- Mentoring
- Counselling
- Monitoring of attendance and parental interaction sought in case of shortage.
- Financial support to the deprived students.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

Choice Based Credit and Semester System

An academic year consists of two semesters, an odd semester from June to October and an even semester from December to April. The semester breaks are in November and May during which the teachers are engaged in evaluation duty and practicals.

A fixed number of courses are taught in each semester through different teaching methods. The evaluation process of each course comprises of two contents: internal evaluation and external evaluation. The internal evaluation is done by continuous assessments based on the grades of the 2 best tests taken, two assignments and one seminar/ viva per course. All students are to do a project in the course of their programme. Student attendance is also graded. At the end of each semester the students will have to go for an external examination conducted by the University. There will be an external oral viva for the Part I English Common Course for all students of the I semester and practicals and viva for the science students of all semesters.

Academic calendar

The institution prepares an annual academic calendar of the college for the smooth conduct of the teaching- learning process. The College Council prepares the academic calendar based on the academic calendar published by the M.G. University at the commencement of each academic year and distributes it to the departments. The calendar will contain details about the working days for each semester, holidays, celebrations of days of national importance, probable dates for the conduct of seminars, symposiums, workshops, internal examinations, university examinations, union activities, department activities, add-on courses etc. On the basis of the College academic calendar, each department, under the leadership of the Heads of the departments, drafts a Department Academic Calendar which will include details and the probable dates regarding the departmental activities, association activities, remedial and advanced coaching, entry level test, bridge course, add-on courses, seminars and enrichment programmes, out-reach programmes, study holidays etc. The department academic calendar and the college academic calendar are put up in the notice board for student intimation.

Teaching Plan

The HOD will prepare the time-table of the courses to be taught for the teachers and the teaching plan for each semester. Time-tables for assignments, seminars, project work and evaluation and tutorial work are also prepared in advance and given to the teachers. The teachers in turn submit a detailed individual course plan for the approval of the Head of the Department which is then handed over to the Principal for implementation as scheduled. A weekly Work load Statement of the department is submitted by the HOD to the Principal which is forwarded to the Manager for improvement/action.

Separate timetables and course plans are prepared for Bridge Course, Remedial and Advanced Coaching and Add-on courses. All the details regarding the time-tables, course plan, invigilation and evaluation duties are maintained by the teachers in the Teacher's Diary.

Evaluation

The conduct of the centralized internal examinations for all programmes in a semester is entrusted with the Examination Cell constituted by the elected staff representatives in the College Council .The Examination cell will inform the teaching departments and students about the schedule of examinations through a circular. It is the responsibility of the co-ordinators of the Examination Cell to collect the question papers from each department, appoint invigilators, provide stationary items, conduct the examinations on the model of university examinations and arrange for evaluation of

answer scripts by schedule. Each department will submit the grade sheets of the exams to the Principal for verification.

2.3.2 How does the IQAC contribute to improve the teaching –learning process?

The IQAC review the teaching learning process of the academic year periodically and identify strategies for improvement, wherever necessary. The following practices were made in the teaching-learning process under the guidance of the IQAC:

- Teacher's Diary
- Academic Calendar
- Department Academic calendar
- Monitor's Diary
- Weekly Workload Statement
- Purchase of equipments for ICT enabled teaching and Power Point Presentation
- Guidance for the conduct of international/ national/regional/intercollegiate seminars and workshops on topics of academic relevance
- New Add on Courses
- Personality development and Skill development Programmes
- Language lab
- INFIBNET and e-journals
- D-Space digitalized library
- Add-on courses to improve Communication Skills

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The new Choice Based Credit system introduced in colleges gives greater scope of shifting learning from a teacher- centric to a student-centric platform. The reforms carried out in the curriculum, the grading and the evaluation criteria, and the need for technology up gradation point to this. The class room assignments, seminars, presentations, research-oriented projects, grades for attendance, the re-structured model of question papers demanding wider and deeper knowledge of the subject and its application in practical life, continuous evaluation , external oral viva, etc are challenges put to the student for motivation, self-learning and self-improvement. All these innovations have made the transition to student-centric learning indispensible.

In addition to the conventional class-room lecture and 'talk and chalk' methods practiced by the teachers, the college offers the following support structures and systems to make learning more student-centric:

Independent learning

- Seminars and workshops conducted for students
- Seminars and workshops attended by students
- Each student to prepare a given topic in each core course and present a seminar on it.
- Written assignments given to students to improve independent learning and writing skills.
- Add-on courses for enrichment of the programme
- Research-oriented individual and group projects
- A central library and department libraries
- Internet facility in the library and the departments
- INFLIBNET and e-journals.

Interactive learning

- Power Point presentations, Film screening and Slide-shows
- Seminars and workshops
- Conventional question-answer method
- Practicals conducted in the science labs
- Viewing of films and dramas related to the courses
- Staging of plays and musicals related to the courses
- Making of documentaries and short films
- DLP projectors, Laptops, DVD and CD players, video CDs, educational CDs
- Computer Lab, Media lab and language lab for interactive learning
- Computerization and digitalization of library
- Internet browsing
- Industrial visits, field trips and study tours.

Collaborative learning

- D-Space library for knowledge sharing and collaborative learning
- Internet-channel *Channel BMC*,

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The students are encouraged to think critically, creatively, factually and practically through their textbooks and class room learning. Besides this, the institution strives to transform them into life-long learners through the following innovations:

- Eminent scientists/academicians/ social workers like Dr. M.S. Swaminathan, Father of Green Revolution; Dr. G. Madavan Nair, ISRO Chairman etc. have been invited to the campus

which has inspired the students in improving their critical thinking and scientific temper

- The seminars and workshops conducted by the departments are on topics aimed at nurturing critical thinking, creativity and scientific temper of the students.
- Intra-class debates on current issues are conducted to nurture critical thinking.
- *X'lencia*-a Management Meet is conducted annually which consists of seminars, quiz, talent shows etc which provide opportunity to unlock the managerial and leadership talents and creativity of the students.
- Startup village programme - a training in entrepreneurship was provided for MBA students.
- All the students are initiated into life-long learning and research through the projects they are expected to do in the last semester.
- The add-on courses conducted by the departments are meant to arouse the curiosity and creativity of the students in the particular area.
- The use of the library is encouraged by making its facilities easily available in the departments too.
- Intra and Inter-departmental debates, quiz and other competitions are conducted by several departments which nurture critical thinking, creativity and scientific temper.
- Students are encouraged to take part in intercollegiate seminars, workshops and debates and competitions on these topics.
- PG students are encouraged to do their projects and field work in collaboration with the industry.
- The department magazines, wall magazines, documentaries, short films and the college magazine are sources to nurture creativity of the students.
- The study tours and industry visits conducted by the departments enhance the critical thinking and scientific temper of the students.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

- INFLIBNET is available and used by all the departments.
- *Channel BMC* uses and makes available resources for Malayalam Copywriting.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- The students are kept abreast of the latest knowledge gathered from news papers, journals, e-journals, magazines, and books available in the library.
- Students are encouraged to do internet browsing in the computer lab during the free hours.

- INFLIBNET is available in all departments.
- Guest lectures, seminars, symposiums etc. on topics dealing with the recent development in the subject concerned are conducted.
- Students attend seminars, workshops and conferences on current topics in the core subjects.
- Teachers present and publish research papers in academic seminars.
- Teachers are encouraged to do minor/ major projects and research.
- The students are encouraged to participate in challenging competitions conducted by various educational institutions.
- The teachers make use of the internet facilities in their home and in the departments. They collect and provide the updated information in their subjects to the students.
- To improve their professional skills and to keep updated with the recent trends in their respective subjects the faculty attends Seminars /Workshops/ Conferences/Refresher/ Orientation courses.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

- Orientation programme is conducted to the freshers to acclimatize them to the new academic atmosphere.
- Personality development and life-skill programmes are conducted by all departments.
- Value education classes and lectures are conducted for all classes.
- The service of a professional counsellor is available in the campus. Tutors direct those students in need of counselling to the counselor and maintains secrecy.
- Career Guidance and Placement Cell provides career counseling and training.
- Job placements are done through the Placement cell.
- Tutorial System is followed to monitor the academic performance.
- Mentoring is done through counselling and guidance.
- Communication skill development training is provided through language laboratory for the MBA students.
- Remedial Coaching classes are conducted for weak students and advanced coaching for bright students.
- Psycho-social support is provided through the Equal Opportunity centre and Women's Cell.
- Grievance Redressal Cell functions to address the academic grievance of students.

- Personal and psychological support is given through the Anti-ragging Cell and Anti-sexual Harassment Cell.
- Equal Opportunity cell functions to support and guide the psycho-social needs of the students.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The new Choice Based Credit and Semester System and international grading system introduced in all the affiliated colleges under the M.G. University since 2009 with an evaluation comprising of a continuous internal evaluation and an external evaluation has in itself introduced innovative approaches in the structure and content of the curriculum. New trends and specialized topics like informatics and computer application in the concerned core areas of study, application-based questions, provision for hands-on experience, research oriented projects, soft skill development etc. have been introduced in the curriculum. The institution and the faculty have adopted the following strategies for a time- bound transaction of the innovative approaches to students.

Course Plan and Lesson Plans

The Course Plan for the entire programme is prepared by the HOD and teachers prepare semester wise individual course plan. Lesson plans for each month/ module are also prepared for uniformity in the lessons covered which makes the setting of questions for the internal assessments as well as revisions more convenient.

Multi-Strategic Teaching

Teachers adopt different teaching methods depending on the need of the circumstances. They adopt discussion method, interactive sessions and question-answer method to make teaching a pleasant exercise and also to supplement the traditional lecture method of teaching. Assignments, seminars, projects and viva are given by the teacher to make learning student-centric.

ICT-Enabled Teaching

Using ICT -enabled teaching aids like OHP and LCD in place of conventional lecture method is another innovation in the area of teaching. Power point presentations are made by many teachers for teaching. An A/V room with Smart Board has been installed in the general library.

Practical Exposures

Members of the faculty take the students to field trips and industrial visits to work spots to give them practical experience and new knowledge besides theoretical knowledge acquired in the classrooms.

BA (Vocational Malayalam), BA Hindi (Journalism) and B Com (Travel and Tourism) have one month on-the – job training in work places. The MBA students have one month organization study, live projects, industry visits, etc. during their programme. The students are taken for film shows and drama for theatre experience. The MSW students have field work twice a week. Students are also taken for seminars, workshops and competitions conducted by other educational institutions.

Internet Connectivity in Departments

To facilitate teaching, the college has provided internet connectivity and INFLIBNET in the departments. The faculty who guide the students in their projects help them to browse for data using this facility.

D-Space Digital library

The general library has D-space digital facility which opens the faculty and public to new and innovative learning approaches through knowledge sharing and updating.

Knowledge up-gradation

The institution encourages the faculty to update themselves in their subjects by attending refresher courses, seminars, conferences and work shops. A Research Committee has been set up to guide and encourage teachers to take up research and project works and to present papers in seminars and to publish them in this regard. The teachers are given duty leave to take part in all faculty development programmes.

The change from the annual system and numerical grading to the semester system and continuous evaluation and credit system has tightened the campus life demanding for time-bound and better student learning, thus improving the discipline and academic atmosphere of the campus. The multi-strategic teaching and ICT- enabled learning has made learning more functional, practical, fun-filled and less time-consuming.

2.3.9. How are library resources used to augment the teaching-learning process?

- The fully computerized and automated library starts functioning one hour prior to the commencement of classes and extends to half an hour after classes to give opportunity to students and teachers to start the day by reading news papers and magazines.
- The D-Space library facilitates knowledge sharing.
- INFLIBNET facility is made available to the departments and to the teachers, in addition to the general library.
- Students collect data for their projects, seminars and assignment from the general and the department libraries.
- Students use texts and reference material to collect additional knowledge in the topics in

the curriculum in addition to class room lectures and notes given by teachers.

- Journals and magazines are made available for updating the scholarly with the newest knowledge.
- A separate library with books and CDs for Remedial Coaching is functioning.
- A separate library with study material for competitive exams and entry into services has been set up.
- Audio and video learning content in CD and DVD resources are made available to all.
- Internet facility is provided in the library.
- In addition to the general library there are department libraries for easier access of the students and teachers of the respective departments.

2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The new semester system places great constraints of time to complete the curriculum within the planned time frame of the academic calendar. The challenges encountered in this regard are the following:

- At the time of restructuring of the syllabus the teaching of the new topics consumed more time. The non-availability of text books in time to commence the classes, the new grading system and question paper pattern and the non- availability of model question papers in time etc created difficulties in completing the curriculum within the planned time-frame.
- The absence of teachers from classes at the commencement of a new semester due to evaluation duty and practical exams and the resultant loss of working hours.
- Late admissions to I Semester on additional allotments via CAP and the need to repeat the topics covered to new students.
- The number of working days of the semester calculated inclusive of the exam dates which rob considerable number of class hours.
- The actual teaching hours much less than the stipulated 90 hours due to the above reasons.

The college adopts the following measures to cope with the challenges:

- The faculty are encouraged to take part in seminars, workshops and other development programmes for updating knowledge in the new topics.
- Workshops were conducted for the teachers on the new grading system. Teachers also attend work shops on syllabus restructuring and new trends in their areas conducted by the University.
- Lessons included in the prescribed syllabus are collected, xeroxed and circulated to students to start the classes until the text books arrive.
- The late admission students are given remedial coaching.
- Morning classes, evening classes and extra classes during holidays are conducted to

complete the syllabus.

- Model question papers are prepared by the teachers as well as the students under the guidance of the teacher.

2.3.11. How does the institute monitor and evaluate the quality of teaching- learning?

- The internal assessments, assignments and seminars are yardsticks to evaluate the input-output ratio of teaching-learning.
- Random and vigilant inspection by the Principal on classes conducted by the teacher and classes attended by the students.
- The Weekly Workload Statement and the Monitor's diary submitted to the Principal and the Manager ensure monitoring and cross-checking of teaching-learning.
- The Self-Appraisal and performance appraisal of the teacher is evaluated by the Principal and the Manager.
- Feed-back from the students, parents, alumni and industry give information on the quality of teaching-learning.
- An evaluative report of the department is submitted to the Governing Body of the college which calls for more commitment by the department on teaching-learning.
- A Results Review Committee has been introduced to monitor and evaluate the performance of the students in the internal assessment and University exams which would reflect the quality of teaching and learning.
- An annual academic audit is conducted by academic experts including former Vice Chancellor to evaluate the quality of teaching- learning of each department.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	10	8	4	7	29
M.Phil.	-	-	7	3	1	3	14
PG	-	-	7	5	3	4	19
Temporary teachers							
Ph.D.	-	-	-	-	2	2	4
M.Phil.	-	-	-	-	2	4	6
PG	-	-	-	-	5	18	23
Part-time teachers							
Ph.D.	-	-	-	-	1		1
M.Phil.	-	-	-	-	1		1
PG	-	-	-	-	1	2	3

The laws and rules of the University Grants Commission, Government of Kerala and the Mahatma Gandhi University are strictly adhered to by the institution in the recruitment of the faculty. The Management ensures the quality of the teachers recruited through a scientific selection process based on merit. No capitation or donation has been taken from the teachers appointed since the inception of the college.

When a delay occurs in getting government concurrence for appointments the management appoints temporary guest lecturers for the smooth conduct of classes. Guest lecturers are appointed in the self -financing programmes on hourly remuneration and incentives and increments that commensurate with their experience and qualification are paid them in addition. A few retired teachers of the college also have rendered their expertise as guest faculty.

Experts in the concerned subjects are appointed on an hourly basis or as visiting faculty to teach new courses and new-age programmes like Broadcasting, Mass Communication, Film Studies, Counselling, Computer Applications etc. Teachers on roll are encouraged to attend seminars, present papers and avail FIP for conducting research. They also attend workshops and get training to handle the new courses in the curriculum.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

To cope with the growing demand to teach in the new and emerging trends the college makes use of the services of subject experts from the industry and academic institutes who conduct seminars and workshops in their respective areas.

Teachers on roll attend workshops and get training to handle the new courses in the curriculum such as Informatics, Bioinformatics, Biotechology, Biostatics, Information Technology, Environmental Chemistry, Environment Studies, Hospitality Management etc,.

The scarcity of qualified teachers in the new-age courses was considered and compensated when fourteen new teachers were appointed in substantive vacancies in the different departments with effect from 2012, many of whom have done or are pursuing research in the respective areas of specialization. A competent expert has been appointed as teacher of Information Technology and Computer Application in the Physics department.

Meritorious and competent experts from the field are appointed on an hourly basis or as visiting faculty to teach the new courses in unaided new-age programmes like Broadcasting. Mass Communication, Film Studies, Counselling, Computer Applications etc.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a)Nomination to Staff Development programmes

Academic Year	Refresher course	Orientation Course	HRD programmes	Staff training conducted by the university	Seminars/ workshops/conferences attended
2008-09	1	-	2	3	8
2009-10	1	-	1	1	34
2010-11	2	1	3	2	40
2011-12	1	-	-	-	44
2012-13	3	-	5	-	43

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- **Teaching learning methods/approaches**

The institution empowered the faculty to handle the restructured curriculum and the new structure of continuous evaluation based on internal exams, assignments, seminars, projects, practicals and viva and the new grading system introduced by the Choice Based Credit and Semester System.

- **Handling new curriculum**

Teachers from all the departments attended workshops, discussions and board meetings on the new curriculum.

- **Content/knowledge management**

- The institution encourage the faculty to attend faculty development programmes like refresher and orientation courses, seminars, workshops and conferences to enhance their knowledge. Teachers are motivated to present and publish scholarly papers and to undertake research and projects.
- The institution aids the conduct of various academic seminars in the college.
- The college library has been revamped with D-Space digital technology for knowledge capture, retrieval and sharing.
- Bar-coding of the library books has improved effective use and transfer of knowledge.
- New books and journals have been purchased
- New libraries have been set up to aid Remedial coaching and coaching for Competitive Exams
- INFLIBNET and e-journals have been subscribed to enhance improved teaching-learning.
- A class on the use of INFLIBNET and Knowledge Retrieval was conducted for the faculty.

- **Selection, development and use of enrichment materials**

- Three workshops were conducted for teachers as part of Faculty enrichment and empowerment during the last two years.
- A class on EXCEL and Power Point Presentation was conducted for the teachers. LCD Projectors, laptops and computers are provided in all the departments to enrich ICT enabled teaching-learning.
- A class on the use of NMEICT learning and On-line Content Retrieval via INFLIBNET was conducted for the faculty.
- Teachers were provided with technical know-how on the use of the Language lab and Computer Lab by experts.

- **Assessment**

A workshop on the new grading system and assessment was conducted for the faculty by an external expert.

- **Cross cutting issues**

- The institution conducts gender equality programmes under the Women's Cell in which the entire women community of the college are members.
- The teachers attend the seminars conducted by the various departments on Gender Studies, Environment Studies, Biodiversity, Conservation, Global Warming and Climate Change, Information Technology and the lectures conducted by Equal Opportunity Centre, Friends of Fauna, ENCON club, FIET Justicia Club etc.
- The faculty of the college are honorary members of the Campus Ministry which conducts several programmes on cross cutting issues such as Human Rights, Pro-life, Eco-justice etc.

- **Audio Visual Aids/multimedia**

- A short term computer training programme was conducted for teachers and the non-teaching staff.
- A demonstration class was conducted for the faculty on Excel and Power Point Presentation.
- A class on On-line Content Retrieval was conducted for the faculty.
- Teachers gather the know-how on new audio-visual aids and their use through peer-learning.

- **OER's**

- The INFLIBNET is accessible to the faculty in the departments as well as from anywhere with a given password. A class on its use was conducted for the faculty.
- The D-Space technology of the general library is an opportunity for everyone to share, use, and reuse knowledge. The librarian imparts technical tips on its use to the teachers.
- The library for Coaching for Competitive exams is open to the teachers and students of the college.

- **Teaching learning material development, selection and use**

The institution supplies the teachers with teaching-learning materials such as reference books, journals, e-learning resources, notes and audio-visual aids in addition to the prescribed text books. The teachers, in turn, hold discussions in the departments to chalk out strategies to develop material for improved teaching-learning and bring out learning supplements such as notes, question bank, sharing of written assignments etc. for the use of the students.

c) **Percentage of faculty**

- 13 % of the faculty served as resource persons in Workshops / Seminars / Conferences etc. organized by external professional agencies.
- 35 % of the faculty participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies.
- 6 % of the faculty presents papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution extends full support to the quality enhancement of the faculty through several strategies:

- Leave is granted to avail the FIP scheme of UGC to work towards M.Phil. and Ph.D.
- Duty leave is given to attend refresher and orientation programs, conferences, seminars and training programs organized by other institutes, universities and research organizations.
- The institution conducts seminars, workshops and special lectures for the faculty.
- The faculty are encouraged to conduct seminars/workshops/FDPs.
- The faculty is encouraged to take up minor and major research projects.
- Teachers are encouraged to take up guide-ship and to guide M.Phil. and Ph.D. students.
- Teachers are intimated on financial assistance of UGC and other funding agencies for academic purposes.
- The Research Committee of the college recharges the teachers for all FDPs.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Nil

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- Regular feedback is collected from the students about their teachers on the prescribed format, regarding teaching methodology, punctuality, completion of the syllabus etc. Feedback is also collected from their parents.
- The feedback is an opportunity for self-reflection, stock taking and correction for the teacher. If necessary the HOD and the Principal intervene to offer suggestions for improvement.
- The college makes use of the oral feedback received from external peers during informal discussions to take corrective steps in teacher quality. Formal written feedback from external academic peers has been introduced in the college.
- The performance of the teachers is evaluated individually by the Academic Audit team which includes retired teachers also.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- In the orientation programme conducted for students and parents at the beginning of the first semester undergraduate and post-graduate programmes the Principal gives the students & parents an idea of the evaluation methods.
- Teachers explain to the students in detail the evaluation methods in the class rooms. The students are also given information about grading, assignment works and credits for attendance.
- The College Handbook and Calendar gives a detailed account of the evaluation methods.
- The teachers and students are advised to check the University website regularly to keep updated with the information regarding the evaluation process. The Principal intimates the teachers well in advance on the online submission of the B-form of the internal evaluation.
- The teacher co-ordinator of internal assessment and evaluation process informs the other teachers, the schedule for the evaluation and assessment as decided by the university and the college council.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The college strictly adheres to the norms set by the University for the evaluation of the students. The evaluation process of each course comprises of two contents: internal evaluation and external evaluation. The internal evaluation is done by continuous assessments based on the grades of the two best tests taken, two assignments and one seminar/ viva per course. All students are to do a project in the course of their programme. Student attendance is also graded. At the end of each semester the students will have to go for an external examination conducted by the University. There will be an external oral viva for the Part I English Common Course for all students of Semester I and practicals and viva for the science students of all semesters.

The college prepares a time schedule for the conduct of the internal examinations, assignments, and seminars in the Academic Calendar. The dates of the conduct of the internal examination are announced over the public address system and the time-table is displayed well in advance. The day before the exams is given as study leave. The evaluated answer scripts are shown to the students for scrutiny while the grade sheets are retained. Retests are conducted for absentees as also for poor performers. The academic performance of the student is entered in the Student Profile and shown to the parents in the Open House conducted after the exams. Parents are informed and counseled in cases of poor performance, absence in exams and dilly-dallying in their ward. In addition to the internal assessment, the departments conduct model exams and model practical exams and viva .The final grade of the internal evaluation is displayed on the Department notice board before uploading to the university. Monthly attendance of the students is also displayed in the notice board and parents of delinquents called in for corrective measures.

Entry level tests and tests conducted after remedial coaching are also evaluation reforms initiated by the institution.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The College Examination Cell consisting of nominated members of the College council is in charge of the conduct of the internal examination. The list of examiners is prepared and the answer scripts distributed accordingly. The last date of submission of the evaluated answer scripts and the grade sheets are informed to the teachers along with the exam time-table. The teachers are to submit the grade sheets to the HOD before the stipulated date, which in turn is handed over to the Principal.

Each examiner keeps the record of the grades in the Teacher's Diary. The parents are to sign the Report card of their wards during the Open House. At the end of each semester the grade sheet of

each course is prepared in the A- form and the consolidated semester-wise evaluative report of the Programme is prepared in the B-form. A copy of the B-Form signed by the class teacher and counter signed by the HOD and Principal is displayed on the Department Notice board for transparency and grievance redressal, if any. The grades in the B-Form are counter -checked by the class teacher and up-loaded in the Examination Portal of M.G. University website. A teacher-in-charge of the internal assessment collects the B- Forms and co-ordinates its timely upload to ensure a fool-proof completion of the evaluation process.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The evaluation process of each course comprises of the internal evaluation and external evaluation in the ratio 1: 3. These evaluations are done using Direct Grading System based on a 5 point scale as given below:

Grade	**Performance**	**Grade point(G)**	**Grade Range**
A	Excellent	4	3.5 to 4.00
B	Very Good	3	2.5 to 3.49
C	Good	2	1.5 to 2.49
D	Average	1	0.5 to 1.49
E	Poor	0	0.00 to 0.49

The overall grade for a programme for certification is based on Cumulative Grade Point Average (CGPA) with a 7 point scale from 1.00-1.49 for D to 3.80-4.00 for A+ . A separate minimum of D Grade for internal and external are required for a pass for a course. For a pass in the Programme a separate minimum of Grade D is required for all courses and a minimum CGPA of 2.00 or an overall Grade of C+ and above. The minimum requirement for higher studies is Grade C+ (2.00 to 2.49 CGPA).

The grading system has been revised for students who have taken admissions to the UG Programmes from the academic year 2013 onwards where the marks obtained in each course is finally converted into grades on a seven point scale of CGPA.

Formative Evaluation Process

Student performance is evaluated by continuous assessments on the following components. The formative evaluation is done by way of continuous evaluation during the course of the semester based

on the grades of the 2 best tests taken, two assignments and one seminar/ viva per course. The internal evaluation is conducted in the model of the external evaluation conducted by the University. All students are to do a project in the course of their programme. Student attendance is also graded.

Component	Weight
Attendance	1
Assignment	1
Seminar(PG -2)	1
2 test papers	2

Summative Evaluation

The consolidated formative evaluation report of the Programme is prepared in the B-form and displayed on the Department Notice board for transparency and grievance redressal, if any and up-loaded in the Examination Portal of M.G. University website.

At the end of each semester the students will have to go for an external examination conducted by the University. There will be an external oral viva for the Part I English Common Course for all students of the I semester and practicals and viva for the science students of all semesters.

The following measures were adopted by the institution which has positively impacted the system.

- **Tutorial and Mentoring System**

  The tutors of the students also act as the mentors of their wards to provide academic and personal counseling. They monitor student performance in the examination and give suggestions and coaching for improvement.

- **Academic Audit**

  A novel practice of the institution is the conduct of annual academic audit in every department during which they also evaluate the students' performance in the examinations conducted by the college and the University.

- **Display of Secession of Grades**

  After the conduct of the internal examinations the consolidated grade sheet of student performance is displayed on the notice boards.

- **Remedial coaching to slow learners**

  Identifying the slow learners and adopting remedial coaching to improve their learning skills is yet another innovative policy which has positively impacted the system.

- **Advanced learners**

  Based on the evaluation of the performance of bright students advanced coaching is imparted to them. They are channelized for achieving greater goals through the Coaching for Competitive exams conducted in the college.

- **Regular Practical Examinations**

  In the case of science students, the learners' practical knowledge is assessed by means of practical examinations, evaluated by both an external and internal examiner.

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/ achievement (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- The continuous internal assessment comprising of test papers, assignments and seminars is a bench mark to monitor student performance and progress in academics. In addition to this the conventional methods of eliciting answers by way of daily oral questioning at the beginning of the class, revisions, surprise tests etc are conducted to ensure student progress. A university model internal assessment, model practical examination and model viva for the final semester students and model oral exam for the first semester students are conducted at the end of the semester. The final semester students are obliged to do a research oriented project which is guided and evaluated by a teacher before submitting for external evaluation.

- Each examiner keeps the record of the grades in the concerned course in the Teacher's Diary. The teachers are to submit the grade sheets to the HOD before the stipulated date, which in turn is handed over to the Principal. The class teacher keeps a track record of the academic performance and attendance of the student in the Student Profile and communicates it to the parents during the Open House and get it signed. At the end of each semester the grade sheet of each course is prepared in the A- form and the consolidated semester-wise evaluative report of the Programme is prepared in the B-form. A copy of the B-Form signed by the class teacher and counter signed by the HOD and Principal is displayed on the Department Notice board for transparency and grievance redressal, if any. The grades in the B-Form are counter - checked by the class teacher and up-loaded in the Examination Portal of M.G. University

website. A teacher-in-charge of the internal assessment collects the B- Forms and co-ordinates its timely upload to ensure a fool-proof completion of the evaluation process.

The attendance of the student is displayed on the notice board on a monthly basis.

- The head of the department keeps monitoring the performance of the students in each department and the teachers discuss it in the department meeting. The student performance is communicated by the class teacher and the HOD to the student first and then to the parents in personal interactions wherever corrective measures are necessary. The overall performance of the departments is discussed in the staff meeting and in the College Council by the Principal.

- The university results in the various programmes during the last five years are as follows:

Name of UG Programmes	**Year**			
	2010-13	**2009-12**	**2008-11**	**2007-10**
BSc Mathematics	94	96.4	83.9	93
B Sc Physics	83	73.3	80.1	61.29
B Sc Voc. Physics	53	89.4	75.4	80.93
BSc Chemistry	97	83	70	52
B Sc Zoology	92.5	92	71	70
B Sc Botany	80	68	62	58
BA English	78	90	84	82
BA Voc. Malayalam	96.2	77	57	88
BA Hindi	50	32	72	100
BA Economics	70	75	89	87
B Com	98.2	95	93	92
B Com Taxation	95	98	91	89
B Com Travel & Tourism	94.8	88	65	86

Name of the PG Programmes	2011-13	2010-12	2009-11	2008-10
MSc Mathematics	Results awaited	84.6	60	75
M Sc Chemistry	Results awaited	57	67	60
M Com	Results awaited	95	100	95
MBA	58	87.5	52	60.6
MSW	Results awaited	60	65	70

Ranks for the last four years:

Year	Name of student	Position	Department
2011-12	Dhanya G Naik Minju Joy	I Rank II Rank	M Sc Chemistry
2010-11	Ms Veena K V Ms Steffy Susan Ms Maria K Tommy	I Rank II Rank III Rank	B Com(Travel & Tourism)
	Jibina A.S.	II Rank	B.A. Malayalam
	Aswathy Santhosh	III Rank	B.A Hindi
2009-10	Ms. Lakshmi Balachandran	I Rank	B.A Hindi
	Sreeja S	III Rank	
2008-09	Ms Anu A Mr. Derrick Bosco Ms Viji Vellappan	I Rank II Rank III Rank	B Com (Travel & Tourism)
	Anjana Mohan	III Rank	B.A Hindi

(The ranking system has been discontinued by the university since 2012 onwards)

- The newly introduced grading system has revamped the pattern and structure of the evaluation process. Only two batches of students have passed out under the CBCSS system. Hence it is difficult to make an analysis of the difference in the student progress and performance across the programmes. However, the changed patterns in the evaluation techniques consisting of continuous evaluation, projects, oral viva etc and semester-wise external examinations can be said to be more student centric and student oriented which is being reflected in the better results in the university exams.

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

- The college prepares a time schedule for the conduct of the internal examinations, in the Academic Calendar. The College Examination Cell consisting of a Co-ordinator and nominated members of the College Council is in charge of the conduct of the internal examination process. The date of the conduct of the internal examination is announced over the public address system and the time-table is published well in advance. The day before the exams is given as study leave. The last date of submission of the evaluation of answer scripts and the submission of the grade sheets are informed to the teachers along with the exam time-table. The teachers are to submit the grade sheets to the HOD before the stipulated date, which in turn is handed over to the Principal. The evaluated answer scripts are shown to the students for scrutiny while the grade sheets are retained. Retests are conducted for absentees as also for poor performers. Each examiner keeps the record of the grades in the Teacher's Diary. The academic performance of the student is entered in the Student Profile and shown to the parents in the Open House conducted after the exams. Parents are informed and counselled in cases of poor performance, absence in exams and procrastination in their ward.
- At the end of each semester the grade sheet of each course is prepared in the A- form and the consolidated semester-wise evaluative report of the Programme is prepared in the B-form. A copy of the B-Form signed by the class teacher and counter signed by the HOD and Principal is displayed on the Department Notice board for transparency and grievance redressal, if any. The grades in the B-Form are counter -checked by the class teacher and up-loaded in the Examination Portal of M.G. University website. A teacher-in-charge of the internal assessment collects the B- Forms and co-ordinates its timely upload to ensure a fool-proof completion of the evaluation process.
- The attendance of the students which is also a part of the student's behavior in the campus is graded in the internal assessment. Monthly attendance of the students is displayed in the notice board. The students with attendance shortage are warned and their parents informed on the discrepancy. Those with attendance below 75 % are to get condonation from the university to register for the examination.

- Students with University, State or National level achievement in Cultural competitions, Sports and NCC are given weightage as stipulated by the State Government and University
- Other than this the rules of the University does not permit any form of weightage for behavioral aspects, independent learning, communication skills etc.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes.

- Each examiner keeps the record of the grades in the concerned course and the grades of assignments, seminars and projects in the Teacher's Diary. The grades of the Entry Level test, the tests of remedial and advanced coaching are also recorded. The class teacher keeps a track record of the academic performance and attendance of the student in the Student profile and communicates it to the parents during the Open House and gets it signed. At the end of each semester the consolidated semester-wise evaluative report of the Programme is prepared in the B-form and a copy of it signed by the class teacher and counter signed by the HOD and Principal is displayed on the Department Notice board .
- An Examination Cell is functioning to ensure the smooth conduct of all evaluation process and a teacher is in charge of the internal assessment of the institution.
- The attendance of the student is displayed on the notice board on a monthly basis.
- The head of the department monitors the performance of the students in each department and the teachers discuss it in the department meeting. The student performance is communicated by the class teacher and the HOD to the student first and then to the parents in personal interactions wherever corrective measures are necessary.
- The overall performance of the departments is discussed in the staff meeting and in the College council by the Principal.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

In order to address the grievance of the students a three level Grievance Redressal mechanism is envisaged. A student may directly approach the concerned teacher in case of a grievance regarding the internal evaluation. If the complaint is not redressed the student may go to the upper level of grievance redressal the college has instituted as mentioned below:

- Department Grievance Redressal Committee chaired by the Head of the Department
- College Grievance Redressal Committee with the Principal as the Chairman and the H.O.D. of the concerned department and the co-ordinator of Internal Assessment as members.

The redressal of grievances with reference to university level examinations includes the following provisions:

- Re-computation of marks in the answer sheets.
- Getting xerox copies of answer scripts.
- Revaluation after obtaining the Photostat copies of the answer scripts.
- Revaluation of answer sheets directly.

2.6 Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes', give details on how the students and staff are made aware of these.

The stated vision of the college is to become a centre of excellence by providing its students, especially the marginalized and economically disadvantaged women students from a rural background, comprehensive education with special emphasis on responsible citizenship, secular outlook, moral values and abiding faith in God expressed in active concern for others. The institution endeavours to achieve this goal through preparing its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, leadership, co-operation, expression of cultural talents and social service. On completion of the programme the students will be able to achieve these learning outcomes of the college envisioned by the institution. The stakeholders are made aware of this through the College Handbook, the display boards, prospectus and the orientation in connection with 'Vidhyarambham'. Moreover all the activities conducted in the college foster the stated learning outcomes of the institution.

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The institution adopts the following structures and strategies to ensure its intended learning outcomes at the completion of a programme:

- Adhering to the Academic Calendar and Department Academic calendar.
- Following the Teaching Plan and Course Plan systematically.

- Continuous Evaluation via tests, assignments and seminars.
- Practicals for hands-on learning experience.
- Oral, listening and writing practices for soft skill development.
- Assignments and seminars to promote creative writing, human rights and scientific temper.
- Research-oriented Projects.
- ICT enabled teaching and Power Point Presentations.
- Conduct of international/ national/regional/intercollegiate seminars and workshops on topics of academic relevance.
- Add- on Courses to enrich the curriculum teaching.
- Enrichment Programmes such as Yoga for all-round development.
- Personality development and Skill development Programmes.
- Internet facility to encourage intellectual enquiry and independent learning.
- Computer lab, Language lab, INFIBNET and e-journals for interactive learning.
- D-Space digitalized library for interactive and collaborative learning.
- Courses to improve Communication Skills.
- Value education classes and seminars.
- Vibrant Campus ministry and its activities under AICUF, Jesus Youth and 'Padheyam' emphasizing secularism and social service.
- Seminars and classes of Equal Opportunity Centre to promote equity.

2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

- Research Committee to encourage socially relevant projects and research work by teachers.
- Students encouraged to take up projects which have practical relevance for future research.
- Conduct of Add-on courses which enhance the job prospects of the Programme.
- Enrichment programmes and seminars on entrepreneurship development.
- Personality Development programmes.
- Seminars by Career and Placement Cell.
- On-the-job training and field work for MSW, B Com(TT), BA Hindi (Journalism) and BA Malayalam(Copy Writing).
- Coaching for Competitive Exams and Entry into Services.
- Coaching for NET.

2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?

The institution collect and analyze data based on the following:

- Consolidated Grade of University examination

- Exit Survey conducted among out-going students
- Feedback from parents
- Up-dated Alumni profile
- Feed-back from Alumni and other stake-holders
- Feed-back from industry which conducts regular campus placements.

To overcome the limitations and anomalies in the learning outcomes revealed in the analysis based on the above, several enrichment programmes and orientation classes were conducted during the past four years by the institution, the departments, the Placement Cell, the Equal Opportunity cell and various student support clubs and organizations. In addition to this, Coaching for PSC and other competitive exams and NET were also conducted.

2.6.5. How does the institution monitor and ensure the achievement of learning outcomes?

The results of the out-going students are sure tools to analyze the learning outcomes of the institution. Academic and Result Review Commmittes have been constituted to evaluate the teaching-learning process including the university examination results. The feed-backs collected from the parents, alumni and industries are added yardsticks to measure the learning outcomes. The alumni who have been well- placed in various institutions, corporate offices, MNCs, NGOs, private firms and social services are the pride of the learning outcomes of the institution. There are several alumni of the college among the clergy and the nuns who are enterprising and innovative achievers in their fields. The self-employed and job- generating entrepreneurs are also the torch bearers of the learning outcomes of the institution.

2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The college endeavours to prepare its students to fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self reliance, leadership, cooperation, expression of cultural talents and social service.

The college ensures that the students attain the following transferable skills at the end of a programme:

- **Continuous learning:** The students will be equipped with coherent and extensive knowledge in the discipline and the skills, motivation and confidence to engage in continuous learning to meet the personal, professional and vocational challenges of an ever changing world.
- **Soft skills**: The students will acquire better communication skills and computer literacy to be equipped for a tech-savy and globally connected world.

- **Self-reliance:** They will possess the confidence, capability, assurance, independence and enterprise to enable them to fulfill their personal and career aspirations.
- **Intellectual enquiry:** The students will be committed to continued intellectual development and independent learning, critical analysis and creativity.
- **Engaged citizenship:** The students will engage with contemporary social and cultural issues and aspire to make meaningful and helpful contributions to local, national and global communities.
- **Social responsibility:** They will be made aware of the norms of ethical behaviour and be encouraged to act in a socially responsible manner both in the work place and other settings through interactive learning and team work.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

- **House Visit**: The class teachers make house visits to those students who are irregular in class and show lack of interest in academics. Parents and their ward are counselled and personal problems including family problems are discussed during the visit. The students are found to show marked improvement in their studies and attendance after the visits of the class teacher. **Open house:** The Open House conducted after the internal assessment help to review the performance of the student thereby make the teaching-learning process more effective.. The better rapport established between the class teacher and the parents are reflected in the positive changes that come in the student's discipline and attitude to learning.
- **Weekly Workload Statement:** The Manager collects the weekly workload of the department from the HOD to assess the teaching learning process and corrective measurements, if any, are suggested to the concerned department time to time.
- **Academic and Result Review Committees:** Apart from Academic Audit two committees, namely a Result Review Committee and an Academic Review Committee have been constituted to review the academic performance of each department immediately after the publication of the Semester results.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centre/s of the affiliating University or another agency/organization?

The PG departments of Commerce, Mathematics and Chemistry are recognized research centres of Mahatma Gandhi University. A total of ten research guides are attached to these research centres. Two faculty members of the Economics department, one faculty member of Physics Department and

one faculty member of Management Studies are also research guides with their research centres outside the college. Eleven research scholars of these centres were awarded Ph.D and thirty two others are working towards Ph. D from these centres. One post doctoral fellow is working in the research centre of Chemistry under the research award scheme of UGC.

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes. There is a Research Committee functioning in the college to facilitate and monitor research activities and to popularize the importance of research and development in the field of higher education. The committee comprises of a co-ordinator, joint co-ordinator, research guides and one representative each with a PhD from the departments. The Manager and the Principal form the apex body of the research committee. A new generation of teachers with Ph.D. and current research activities is the backbone of the committee.

The college has realized the importance of teaching, research and extension as the three pillars of today's higher education system. The institution has adopted various strategies to promote a 'research culture' in the campus. As part of this, the teachers are encouraged to avail of the Faculty Improvement Programme (FIP) of the UGC as well as other research projects, both major and minor. To create a research perspective among the teachers and students, seminars and conferences are frequently organized in the college. Necessary infrastructural facilities are provided in the form of conference halls, well equipped multimedia centre, computer laboratory, internet cafe etc. The committee encourages students to take up projects which have potential for future research for themselves and for the faculty.

The major decisions taken by the research committee during the academic year:

- The faculty who hold Ph.D. degree shall be directed to get guide-ship recognition from the university as per the norms.
- To encourage the faculty who do not possess research degrees to enroll as research scholars in Universities or other recognized research centres at the earliest.
- To motivate and guide the faculty and scholars of the centres to take up minor/ major projects.
- To encourage the faculty members to attend seminars organized by various institutions to get in touch with the latest developments in their respective fields.
- To subscribe research journals in the departments, especially the research centres.
- To motivate the faculty to regularly publish articles and research papers in various national and international journals.

- To arrange for collaboration with other institutions and industrial organizations, in the manner of an academic-industry tie-up.

The impact of the recommendations of the research committee:

- Fourteen teachers have applied for UGC assistance for Minor projects.
- The teachers have been motivated to conduct / attend seminars, conferences etc and to present papers and publish articles.

3.1.3. What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- **Autonomy to the Principal investigator:** All possible encouragement and autonomy is given to the principal investigator.
- **Timely availability or release of resources:** Any resources sanctioned for the research activity by UGC is immediately communicated and handed over to the concerned research scholar.
- **Adequate infrastructure and human resources**: The College provides adequate infrastructure for research activities including separate research lab for Chemistry. The library, lab, internet etc are utilized for carrying out research.
- **Support in terms of technology and information needs:** The institution has adequate supporting system in terms of technology and information such as computer labs, LCDs INFLIBET, e-journals, D-space digital library etc.
- **Timely auditing and submission of utilization certificate to the funding authorities:** The office provides support for timely audit and submission of utilization certificate to the funding authorities.

3.1.4. What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institution promotes research activities among the student community. In order to inculcate a taste for academic research, students are encouraged to participate in seminars, workshops, conferences and invited lectures. The projects assigned to students are based on topics meant to improve scientific temper and creativity.

3.1.5. Give details of the faculty involvement in active research (guiding student research, leading research projects, engaged in individual/collaborative research activity etc.

The college provides facilities to the teaching faculty to carry out research and project activities. A number of teachers are actively involved in research – undertaking major and minor research

projects, guiding research scholars etc. Details of research guides and research scholars of our college are presented in the following table:

Sl. No	Name of the Guide	Subject	Number of Scholars	
			Awarded Ph. D	Working for Ph.D.
1.	Dr. Joy Joseph Puthussery	Commerce	5	4
2.	Dr. Baby Joseph	Commerce	2	2
3.	Dr. K.A. Mathew	Commerce	1	Nil
4.	Dr. V.A. Sunny	Commerce	0	8
5.	Dr. V.N. Suresh	Commerce	0	5
6.	Dr. V. M. Xavier	Commerce	1	0
7.	Dr. K.V. Thomas	Mathematics	1	3
8.	Dr. M.V. Rosa	Mathematics	1	2
9.	Dr. Paul Issac	Mathematics	Nil	5
10.	Dr. Shiny Palatty	Chemistry	Nil	3
11.	Dr. M.T. Antony	Economics	3	2
12	Dr. Kochurani Thomas	Economics	Nil	Nil
13	Dr. John T Abraham	Computer Science	Nil	7
14	Dr. Mary Joseph T	Management	10	4

Teachers who were awarded Ph.D. during the last five academic years:

Sl. No.	Name of the Teacher	Department	Year of Ph. D awarded
1.	Dr. Princy K.L	Mathematics	2008
2.	Dr. M.J. Paul	Botany	2009
3.	Dr. Priyalakshmi G	Zoology	2009
4.	Dr. Mary Sebastian	Zoology	2010
5.	Dr. Laly Mathew	English	2010
6.	Dr. Thomas Varghese	Malayalam	2012
7.	Dr. Mathew Jacob	Commerce	2013
8.	Dr. Lissy Jacob	Mathematics	2013

Completed and Ongoing Research Projects of Faculty Members

Post Doctoral Project (Under Research Award Scheme) - ongoing

Sl. No.	Name of the Faculty	Topic of Research	Funding Agency	Date	Project outlay
1.	Dr. Shiny Palatty Dept. of Chemistry	Development of Protein free Nitrile Gloves	UGC	2 years 24/02/2012 23/02/2014	27 Lakhs

Major Research Projects - completed

Sl. No	Name of the Faculty	Topic of Research	Funding Agency	Date	Project outlay
1.	Dr. Shiny Palatty Dept. of Chemistry	Low temperature system for NR latex Prevulcanisation and production of Antistatic sheets	KSCSTE	3 years 01/05/07 30/04/10	9.165 lakhs
2.	Dr. Shiny Palatty Dept. of Chemistry	Prevulcanisation of natural rubber latex at room temperature and industrial production of low cost gloves and balloons	UGC	2 years 01/04/07 31/03/10	5.413 Lakhs

Minor Research Projects – completed

Sl. No	Name of the Faculty	Topic of Research	Funding Agency	Date	Project outlay
1.	Dr. Paul Issac (Mathematics)	Fuzzy analogues of projective and injective modules	UGC	01/06/2008-31/05/2010	40,000
2.	Dr. K.V. Thomas (Mathematics)	Fuzzy lattices	UGC	01/02/2010-31/01/2012	1,10,000
3..	Dr. Princy K.L (Mathematics).	Graph Labelling and embedded graphs	UGC	01/06/2009-30/11/2010	70,000
4.	Dr. Mathew Jacob (Commerce)	Impact of reforms and private sector on insurance marketing in rural household sector	UGC	02/08/2006-01/08/2008	55,000
5	Dr. Thomas Joseph (Mathematics)	Generalisation of Fuzzy numbers	UGC	01/05/2009-31/10/2010	1,30,000
	Minor Research Projects – ongoing/ sanctioned				
1.	Dr. Priyalakshmi G (Zoology)	Tourism induced changes in the meiofaunal diversity of Cherai Beach	UGC	10/06/2011-09/03/2013	1,10,000
2.	Dr. Paul Issac (Mathematics)	Applications of fuzzy sets and rough sets in algebra	UGC	01/03/2012-28/02/2014	1,90,000
3.	Dr. Laly Mathew (English)	Mind and the Make believe : The Psychological Uses of Fantasy & Enchantment in Children's Literature	UGC	Sanctioned 29 March 2013	1,50,000
4.	Dr. Mini M Abraham (English)	ICT and Second Language Learning – Current Trends in English Language Teaching at the Tertiary Level in Kerala	UGC	Sanctioned 29 March 2013	1,50,000

Collaborative Research Projects

Collaborating Institution – Department of Electronics, Cochin University of Science and Technology

Sl. No	Name of the Faculty	Topic of Research	Funding Agency	Date	Project outlay
1	Dr. Shiny Palatty (Chemistry)	Development and study of polymer composites for efficient EMI shielding property at microwave frequencies	DRDO	2.5 years 28/01/09 27/07/11	15.67 lakhs

3.1.6. Give details of workshops/training programmes/sensitization programmes conducted /organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students

Name of workshop /seminar	**Geographical coverage**	**Organizing department**	**Date**	**Participant status**
Banking & Finance	National Conference	MBA	April 26, 2013	Teachers, Scholars, Professionals & students
Intellectual Property Rights in Business	Regional	MBA	April 10,2013	Teachers, Scholars, students
Marketing Mantra for Modern World	National Conference	MBA	March 13,2013	Teachers, Scholars, Professionals & students
Emerging Trends in Marketing	National Conference	MBA	Feb. 6 & 7,2013	Teachers, Scholars, Professionals, students
Corporate Social Responsibilities in India and the United States	International Colloquium	MBA	Oc.t5,2012	Teachers, Scholars, Professionals, students
Social work practices in India and the United States	International Conference	MSW	Oct 4,2012	Teachers, Scholars, Professionals, students
Re-reading classics in children's literature	International	English	Nov.19-20, 2010	Teachers, Scholars, Professionals, students
New trends in applications of Mathematics	International	Mathematics	Jan31,Feb1 & 2, 2011	Teachers, Scholars, Professionals, students
Urban infrastructure financing: options and policies in emerging Indian scenario	National	Commerce	Nov. 23-25 & 25,2010	Teachers, Scholars, Professionals, students
Tools and Techniques of the Social Science	National	MBA	Oct. 11-13,	Teachers, Scholars, Professionals, students

research			2010	
Mathematics for computer science	National	Mathematics	Jan.7-9, 2010	Teachers, Scholars, Professionals, students
Biodiversity at risk-An Indian Perspective	State level	Zoology	Sept. 28-29 2011	Teachers, Scholars, Professionals, students
Modern methods in herbal drug development	State level	Chemistry	July 28-29, 2010	Teachers, Scholars, Professionals, students
Entrepreneurship development : Prospects and challenges	Regional	Economics	Dec. 7-8, 2011	Teachers and students
Beyond Footlights: Theatre and Texts	Regional	English	May7, 2012	Teachers, scholars, students

3.1.7 Provide details of prioritized research areas and the expertise available with the institution

Department of Chemistry

Dr. Shiny Palaty

1. Low temperature vulcanisation of natural and synthetic rubbers which will find applications in rubber product manufacturing.
2. Synthesis of conducting polymers which will find applications in the manufacture of antistatic materials.
3. Synthesis of nanochemicals useful to rubber industries.

Dr. Mary Joseph- Pharmaceutical Chemistry

Dr. Litty Sebastian –Material Chemistry

Sindhu Joseph- Environmental Chemistry

Anu K John- Nanochemistry

Department of Mathematics

Dr. M V Rosa: Fuzzy Topology

Dr. Lissy Jacob-Fuzzy Convexity Theory

Dr. Paul Issac & Dr. K.V. Thomas, Peraly P John- Fuzzy Algebra & Rough Sets

Dr. Princy K L- Graph Theory

Dr. Thomas Joseph- Fluid Mechanics

Department of Physics

Dr. Aype Thomas- Climate

Dr. Beena Mary Mathew- Holography & Polarizing materials.

Dr. John T Abraham- Computer software

Commerce

Dr. Joy Joseph Puthussery- Banking

Dr. Baby Joseph- Marketing

Dr. Jojo Paul- Advertising

Zoology

Dr. Mary Sebastian M- Ecotoxicology

Dr. Priyalakashmi- Meiofauna

Erney E Paul- Fisheries

Botany

Dr. M J Paul- Cytology & Biochemistry

Dr. Reemole Scaria- Effects of Industrial effluents on Phytoplankters

Dr. Newby Joseph - Cyanobacteria in Cochin Estuary

English

Dr. Laly Mathew- Children's literature

Lissy Kachapilly- Eco critcism

Mini Abraham- English Language Teaching

Economics

Dr. M T Antony-Public Sector Economics

Dr. Kochurani Joseph-Women Empowerment

Malayalam

Prof. Josy Joseph- Media & Advertising

Dr. Thomas Varghese- Eco aesthetics elements in the novels of Malayalam writers

Dr. Liji Joseph- Malayalam short story

Soumya Thomas- Travel writing and gender

Rev. Fr. Anish Paul- Malayalam Novel

Hindi

Dr. A U Varghese- Sketches in Hindi

Dr. Shalini Jose-Social Consciousness in Literary works in Hindi Novel.

Management

Dr. Mary Joseph T- Environmental Management

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students.

The institution conducts seminars in various disciplines for which eminent researchers are invited as key note speakers. Guest lectures are conducted from time to time with prominent experts as resource persons.

3.1.9 What percentage of the faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Five teachers have availed of the FIP accorded by UGC to pursue research on sabbatical leave during the last five years. A good number of these teachers are continuing their research by engaging themselves in projects undertaken with UGC assistance which includes PDF awarded to Dr. Shiny Palatty of the Department of Chemistry. Many of these teachers have become research guides. The researchers regularly publish their findings and articles in academic and International/ National journals.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community.

The college motivates teachers to undertake research projects and encourage them to publish their research findings. The teachers regularly publish research papers in various international and national journals. The research findings are periodically uploaded in the D-space library for knowledge sharing. Some of these findings have been put to practical use in the industry. Many of the researchers serve as consultants to various firms and industry. The follow up of some of the findings are taken up by scholars for further research. The following research findings of the faculty of the college have been transferred for the benefit of the community.

- The research studies of Dr. Shiny Palatty on low cost natural gloves with low protein content has brought down the cost of natural gloves making them affordable to the common man and manual labourers.
- The technique of prevulcanization of rubber latex at room temperature developed by Dr. Shiny Palatty has helped industry in product development.
- Conducting polymer materials developed by Dr. Shiny Palatty can be used as an anti-static coating material to prevent static current.

- The research work of Dr. Shiny Palatty on protein-free gloves will be a boon to people who are allergic to protein especially those in the medical profession.
- The holographic photopolymer films developed by Dr. Beena Mary John are used for display holographic applications of data storage.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The college is committed to provide assistance to the teaching faculty as well as postgraduate students to carry out research and project activities. However there is no specific allotment of funds towards the purpose. But the management of the college encourages research culture by setting up the required infrastructural facilities such as construction of well equipped libraries, science laboratories, internet terminals, language laboratory etc. for the purpose of facilitating research activities among the staff and students. Hence, the role assumed by the institution is that of a facilitator.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The management encourages teachers to do research and mementos are presented to those teachers who are awarded PhD. Cash awards are presented to those who publish research articles in International/ National journals since the last three years. There is a provision for seed money for research work of the faculty by the management on request.

3.2.3 What are the financial provisions made available to support student research projects by students?

Students are provided with the facility to make use of the infrastructural facilities of the college to undertake their projects. Financial support for fieldwork, industry visits, survey etc. are provided to deserving students on request.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

- Dr. Shiny Palatty of the Chemistry Department conducted an interdisciplinary research project based on electronics on the topic *Development and Study of Polymer Composites for Efficient EMI Shielding Property at Microwave Frequencies*.

- The research paper 'Similarity Measures of Ordered Intutionistic Fuzzy Sets" published in International *Journal of Fuzzy Mathematics and Systems (*ISSN 2248-9940 Volume 1, Number 2 (2011), pp. 155-159) by Dr. John T Abraham of the Physics department is inter disciplinary in nature.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Research scholars attached to the research centers share the library, labs, computers with internet facility, reprographic facility, INFLIBNET and e-journals and other infra- structural facilities of the research centre/college. The CBCSS requires final semester students to do a project and hence they start research activities from the UG level itself. The PG students also conduct research projects. These students also enjoy all the facilities available in the College monitored by their concerned guides.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Apart from the grant allocated from the UGC XI plan period the institution does not receive any grant for developing research facilities. The following table shows the instruments, books purchased and lab renovation done during the last four years.

Academic Year	Name of Grant	Amount Received	Name of Equipment purchased	Amount of Books Purchased	Others
2011-12 XI Plan	UGC-Additional Assistance	Rs.10,00000	Computers, UPS ,Smart Board, LCD projectors, Printers, Scanner	Nil	Nil
2010-11	UGC-Additional Assistance	Rs.12,50,0000	13 Computers, 2 Printers, 1 A3 printer Scanner, 2 Generator, Lab equipments, Fridge, Photocopier, Camera etc	Nil	Lab equipment purchased for Botany, Zoology and Chemistry departments
	UGC-Upgrading Science PG Lab	Rs.1000000	Fume Hood (Chemistry)	Nil	Chemistry Lab renovated

	UGC-PG Grant	Mathematics Rs. 4,20,000	Photocopier Rs.65604 Sound System Rs.32166 Computers Rs 1,47,100 Lap top + printer =80900	Rs. 49249	Rs. 45,000 paid for annual maintenance
		Chemistry Rs. 3,60,00	UPS Rs. 29398, Laser Printer Rs. 16542, Laptop Rs. 40033, Electronic Balance Rs.82,000,Electronic Balance Rs. 73000, Hot air oven Rs.24975, Microscope Rs. 95260	Rs. 48990	Nil
		Commerce Rs.2,40,000	Computers Rs. 57,900, Laptop Rs. 45,900, DVDRs.2300	Rs. 100000	Nil
	UG Assistance	Rs.208080	2 projectors Rs. 77,600x2 = 1,55,200 laptop & one computer Rs.66,000	Rs. 6,680	Nil
	UGC-UG Assistance	Rs.18084	Nil	Nil	Rs.18084 for Maintenance of computers
2008-09 XI Plan	UG Assistance	Rs.208080x 2=416160	20 Computers- Rs. 3,74,000, 20 UPS - Rs.34,500	Rs. 7660	Nil
2007-08 XI Plan	UG Grant	Rs.1,97,676	6 Computers -Rs. 1,15,787, 1 Laptop-Rs. 24200, 1 Fax machine Rs. 7075, LCD projector+ screen -Rs. 50614	Nil	Nil

3.2.7. Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

The Principal circulates notice to intimate the faculty on the UGC notification inviting proposals for applying for Projects and other Faculty Development programmes. The Research Committee co-ordinator conducted an awareness meeting in the academic year 2012-13 to brief

the teachers on the various funds available and to motivate them to undertake projects. The following tables show the projects carried out and the grants received so far:

Nature of the project	Duration Year (from to)	Title of the project	Name of the funding agency	Total Grant	
				sanctioned	Received
Minor	2 years 07/06/2004 to 06/06/2006	Non-performing assets in the long Term lending sector	UGC	70,000	70,000
Minor	2 years 01.07.2004 to 30.06.2006	Fuzziness in topology and convexity	UGC	72,000	72,000
Minor	2 years 07.06.2004 to 06.06.2006	Lattices of Fuzzy Algebraic Substructures	UGC	50,000	50,000
Minor	2 years 01.07.2004 to 30.06.2006	Fuzziness in module theory and related area	UGC	60,000	60,000
Minor	2 years 10.06.2004 to 09.06.2006	Production of fire resistant natural rubber composites	UGC	40,000	40,000
Minor	2 years 01.06.2008 to 31.05.2010	Fuzzy analogues of projective and injective modules	UGC	40,000	40,000
Minor	Two years 01-02-2010 to 31-01-2012	Fuzzy lattices	UGC	1,10,000	1,10,000
Minor	01-06-2009 to 30-11-2010	Graph Labelling and embedded graphs	UGC	70,000	70,000
Minor	Two years 02.08-2006 to 01.08.2008	Impact of reforms and private sector on insurance marketing in rural household sector	UGC	55,000	55,000
Minor	1.5 years 01.05.2009 to 31.10.2010	Generalization of Fuzzy numbers	UGC	1,30,000	1,30,00
Minor	1.5 years 10/06/2011- 09/03/2013	Tourism induced changes in the meiofaunal diversity of Cherai Beach	UGC	1,10,000	1,03,000 (on going)
Minor	Sanctioned on 29 March 2013	Mind and the Make believe : The Psychological Uses of Fantasy & Enchantment in Children's Literature	UGC	1,50,000	
Minor	Sanctioned on 29 March 2013	ICT and Second Language Learning	UGC	1,50,000	

Nature of the project	Duration Year (from to)	Title of the project	Name of the funding agency	Total Grant	
				Sanctioned	Received
Major	3 years 01/05/2007 30/04/2010	Low temperature system for NR latex Prevulcanisation and production of Antistatic sheets	KSCSTE	9.165 lakhs	9.165 lakhs
Major	2 years 01/04/2007 31/03/2010	Prevulcanisation of natural rubber latex at room temperature and industrial production of low cost gloves and balloons	UGC	5.413 lakhs	5.413 lakhs
Inter disciplinary	2.5 years 28/01/2009 27/07/2011	Development and study of polymer composites for efficient EMI shielding property at microwave frequencies	DRDO	15.67 lakhs	15.67 lakhs
Post Doctoral	2 years 24/02/2012 23/02/2014	Development of protein free nitrile gloves	UGC	27 Lakhs	13 lakhs

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The Post graduate departments of Commerce, Mathematics and Chemistry are approved research centres recognized by the M.G. University. In order to facilitate the research scholars, full fledged research rooms with internet facility and reprographic facilities are provided in these centres. The Research Centre in Chemistry has a well-equipped research lab with Ball Mill, 2 Electronic Balances, Ultrasonic Centrifuge, Merchamstill Apparatus, Mechanical Stirrer, Magnetic Stirrer, Water Bath etc. The Centre has a research library with 10 research journals and a Computer lab with 5 computers. The Research Centre in Commerce has a research library with 12 journals and a computer lab. The D-space General Library of the college redistributes information in digital formats to research scholars. In addition to INFLIBNET, at present the general library has 45510 books and thirty periodicals.

3.3.2 . What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- The programmes which have scope for higher studies and employability have been upgraded to PG programmes. The Departments of Commerce, Mathematics and Chemistry have been upgraded thus. The department of English has applied for sanction for P.G.
- The upgrading of the PG departments to Research centres is the next step of the institutional planning to meet the basic needs of research scholars. All the PG departments have become research centres.
- Building up a library for the PG departments, upgrading the lab facilities with modern equipments, computer and browsing facilities, providing space for undisturbed research etc are the infrastructural facilities created to meet the needs of the researchers.
- New technologies like Smart rooms and the upgrading of the science labs are planned for future development of research. Purchase of more international journals in the new and emerging areas of research from the XII plan UGC assistance is also envisaged.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes' what are the instruments/ facilities created during the last four years?

The details of grants received are incorporated in 3.2.7. The facilities/ instruments created are the following:

- The research lab in Chemistry has been upgraded.
- The following equipments have been purchased for the Chemistry research lab: Ball Mill, 2 Electronic Balances, Ultrasonic Centrifuge, Merchamstill Apparatus, Mechanical Stirrer, Magnetic Stirrer, Water Bath etc.
- Motic Microscope Camera has been installed in Botany lab.
- Reprography facility has been provided in all the research centres.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

- The department of Chemistry has tie up with industries like the Spices Board, CUSAT, Care Keralam etc for conducting the research projects of the P.G students of the college.
- The research scholars in Chemistry are given permission by the Department of Chemistry of CUSAT to use their lab facilities.
- The Commerce students are taken to the Stock Exchange for surveys and research.
- The students of Malayalam Copy Writing conduct their projects in collaboration with leading AD agencies and Copy Writers of the city.

- The students visit other research centers/libraries for discussions/collecting research papers/books with the Principal's written consent.
- The final year students of zoology utilize the research facilities of Unibiosys, Biotech Research Lab Kalamassery for their project work.
- The college also entertains students and research scholars from other institutions for sharing research papers / research level discussions etc.
- The D-space Library is another source of information to the students and research scholars of other colleges / research laboratories.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

- All the research centres have well equipped research libraries and learning spaces with reprographic facilities.
- The general library has a collection of 45510 Books and 30 Periodicals.
- Computers and internet browsing are available in the research centres.
- On-line journals and INFLIBNET are available to the scholar in the research centres.
- Refereed journals are subscribed which facilitate research.
- The e-journals subscribed by the college are especially for the benefit of the research scholars.
- The D-space library provides access to the research work carried out by the teachers and scholars of the college.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

Dr. Shiny Palatty, department of Chemistry, has collaborated her Major project in the 'Shielding Property of Polymer Composites at Microwave Frequencies' in collaboration with Dr. K. Ananthan, Professor, Dept. of Electronics of CUSAT, Kochi. She and her team made use of the lab facility of Cochin University and the Rubber Research Institute of India for successfully completing the major research project. Presently the lab facilities of the Department of Polymer Science and Rubber Technology, CUSAT and Sophisticated Tests and Instrumentation Centre, CUSAT and Rubber Park, Government of Kerala, Perumbavoor are being used for doing the PDF research in Polymer Chemistry.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of -

Patents obtained and filed (process and product)

- Dr. Beena Mary John of the Physics department has a Technology transfer with M/S. Light Logics Holography & Optics. Pvt. Ltd., Thiruvananthapuram, India regarding the fabrication of two red sensitive holographic photopolymer films. Trade names- ***light logics photopolymer.***
- Dr. Shiny Palatty of the Department of Chemistry has applied for an Indian Patent on "Method of Manufacture of Low Cost NR Glove with Low Protein Content".

∗ **Original research contributing to product improvement**

- Dr. Shiny Palatty contributed in the manufacture of low cost Natural Rubber Glove with improved properties.
- Dr. Shiny Palatty contributed in the development of conducting polymer materials for various electric and electronic conducting applications.
- Dr. Shiny Palatty contributed in developing a technique for the prevulcanization of rubber latex at room temperature.
- Dr. Shiny Palatty is in the process of developing protein-free nitrile rubber gloves.
- Dr. Beena Mary John has a Technology transfer with M/S. Light Logics Holography & Optics. Pvt. Ltd., Thiruvananthapuram, India regarding the fabrication of two red sensitive holographic photopolymer films. Trade names- ***light logics photopolymer.***

∗ **Research studies or surveys benefiting the community or improving the services**

- The research study of Dr. Shiny Palatty on low cost natural gloves with improved properties has brought down the cost of natural gloves making them affordable to the common man and manual labourers.
- The technique of prevulcanization of rubber latex at room temperature developed by Dr. Shiny Palatty has helped industry in product development.
- The protein-free gloves developed by Dr. Shiny Palatty is a boon to people who are allergic to protein especially those in the medical profession.
- Conducting polymer materials developed by Dr. Shiny Palatty can be used as an anti-static coating material to prevent static current.
- The holographic photopolymer films developed by Dr. Beena Mary John are used for display of holographic applications of data storage.
- The research of Dr. Mathew Jacob was a consolidated survey conducted on Marketing

of life insurance policy.

- The I Semester MSW students conducted a socio- economic survey for the Welfare Services, Ernakulam.

* **Research inputs contributing to new initiatives and social development**

Prevulcanization of rubber latex at room temperature is a new initiative developed by Dr. Shiny Palatty.

3.4.2 Does the institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

So far the institution has no research journals. However, the departments of Mathematics, English, Chemistry and Commerce have published Proceedings of the research papers presented in the International/National Seminars conducted.

3. 4.3 Give details of publications by the faculty and students:

* **Publication per faculty**

Name of faculty	Department	International Journal	National Journal	Conference /Seminar/Workshops Proceedings	Total
Augustine Paul	Chemistry	2	-	4	**6**
Mary Joseph	Chemistry	-	-	1	**1**
Shiny Palatty	Chemistry	22	6	9	**37**
Litty Varghese	Chemistry	9	2	1	**12**
Sindhu Joseph	Chemistry	4	-	1	**5**
M.V. Rosa	Mathematics	9	-	3	**12**
Lissy Jacob	Mathematics	4	-	1	**5**
Pearly P John	Mathematics	3	-	-	**3**
Princy K. L.	Mathematics	6	-	3	**9**
Paul Isaac	Mathematics	11	1	3	**15**
K.V. Thomas	Mathematics	18	2	-	**20**
Thomas Joseph	Mathematics	2	1	1	**4**
Joy Joseph Puthussery	Commerce	-	17	4	**21**
Baby Joseph	Commerce	-	11	-	**11**
Priyalakshmi G	Zoology	1	2	2	**5**
Laly Mathew	English	-	3	1	**4**
Mini Abraham	English	-	-	2	**2**

Lissy Kachappilly	English	-	-	1	**1**
Aype Thomas	Physics	3	3	7	**13**
John T Abraham	Physics	9	1	1	**11**
Beena Mary John	Physics	9	-	20	**29**
Mary Joseph T	Management	1	12	10	**23**
Total		**113**	**60**	**74**	**247**

(The details of publications are supplemented in the Evaluative Reports of the respective departments)

- Number of papers published by faculty and students in peer reviewed journals : National : 48 , International :112
- Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : 114
- Monographs: Nil
- Chapter in Books:

❖ 6 Research publications of Dr. K.V. Thomas are included in two Chapters of the book *Fuzzy Group Theory* published by Springer Berlin Heidelberg, New York 2005.

❖ Prof. Grace Jacob contributed towards the preparation of 3 chapters in the text book on *Reproductive & Developmental Biolo*gy Module I for 6th semester B.Sc. Zoology published by the Zoological Society of Kerala.

❖ Dr. Priyalakshmi G contributed towards the preparation of text book on *Animal Diversity-Non-Chordata* (III Sem) and Module I for VI semester, Paper 8, Biochemistry, Human Physiology & Endocrinology, for B.Sc. Zoology, published by the Zoological Society of Kerala.

❖ Dr. Priyalakshmi G contributed towards the preparation of text book on Microbiology, Module 3, 4 & 5.

❖ One Publication of Dr. K.V. Thomas is given in the reference of the Prescribed Text book for B Sc and M Sc Mathematics *Fuzzy Sets and Fuzzy Logic Theory and Applications* by George J Klir and Bo Yuan Published by Prentice-Hall, Inc. Upper Saddle River, New Jersey, USA. ISBN-81-203-1136-1.Three publications are referred in the Text Book Fuzzy Commutative Algebra by John N Modrdeson and Ds Malik,Creighton University, Published by World Scientific Publishing Co. Pvt. Ltd, Singapore. ISBN 981-02-3628-X.

* **Books Edited :**

- *Premchand ke chintan* is a book edited by Dr. A.U Varghese and published by MG University. It was a prescribed text book for BSc Program of MG University.
- Dr. Shiny Palatty of Chemistry Department is an Editorial Board Member of an international journal *Trends in Applied Science Research* published from USA.
- Dr. Laly Mathew was the editor of the *Proceedings of the International Seminar on (Re)-reading Classics in Children's Literature, 2010.*
- Dr. Paul Isaac edited the *Proceedings of the National Conference on the Recent Trends in Discreet and fuzzy Mathematics, 2010.*
- Dr. Mary Joseph edited *the Proceedings of the State Level Seminar on Modern Methods in Herbal Drug Development, 2010.*
- Dr. Joy Joseph Puthussery and Dr. Baby Joseph edited the *Proceedings of the National Seminar in Urban Infrastructure Financing and Policies- Options and Prospects, 2011.*
- Prof. M. T. Thomas, Department of English, was co-editor of a book on clinical oncology published by West-Virginia University. He won accolades from the 'Indian Express' which published an article on him entitled 'Word Surgeon' for his editorial and proofreading skills for magazines like Time, Outlook, and publishers like Macmillan and Oxford University.

* **Books with ISBN/ISSN numbers with details of publishers**

- The Proceedings of the International Seminar in (*Re)- reading Classics in Children's Literature* published by the Children's Association of India , Trichur, Kerala. ISBN-978-81-905931-2-0.
- Prof. Josy Joseph of Malayalam Department published the book *Parasyakala-Sidhanthangalum Prayogangulum* (Art of Advertisement -Theory and Applications) on 31 March 2010 which was recognized as a text book in Copy Writing by Mahatma Gandhi University for the vocational course B A Malayalam copywriting.
- Dr. Joy Joseph Puthussery of Commerce department published the book *Business Research Methods for Degree Programme,* published by Ane Books Pvt. Ltd. New Delhi.
- Dr. Joy Joseph Puthussery , V.P. Gaur, T.B Narang, Santhosh Tandom-Law and Practice of Income Tax- Kalyani Publishers, New Delhi- 2004.
- Prof. T J Joseph of Commerce department published two text books namely, *Income Tax- Law and Practice for V Semester* and *Income Tax- Assessment and Procedure for VI*

Semester Students of B. Com. Both books are published by Prakash Publication, Changanaserry, Kerala.

- ❖ Prof. Rosamma K Joseph published two books on Physics, My Panacea for XI & XII standards, and Published by Panacea, Cochin.

* **Citation Index of papers published by the faculty are as follows:**

- **Department of Chemistry**

1. **Augustine Paul** and Sabu Thomas, "Electrical Properties of Natural Fiber-Reinforced Low Density Polyethylene Composites: A Comparison with Carbon Black and Glass-Fiber-Filled Low Density Polyethylene Composites", *Journal of Applied Polymer Science*, Vol.63, 1997. **Cited by 73**
2. **Augustine Paul,** Kuruvilla Joseph and Sabu Thomas, "Effect of Surface Treatments on the Electrical Properties of Low-Density Polyethylene Composites Reinforced with Short Sisal Fibers", *Composite Science and Technology*, Vol.57,1997. **Cited by 123.**
3. **Shiny Palaty** and Rani Joseph, "Studies on Xanthate/Dithiocarbamate Accelerator Combination in NR/BR Blends", *Journal of Applied Polymer Science* USA, Vol.103,2007**. Cited by 6.**
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3.4.4 Provide details (if any) of

* **Research awards received by the faculty**

- Dr. Beena Mary John of Physics department received the following awards:-
  - Best PhD Thesis Award (2008) by Indian Laser Association (National).
  - 2nd best poster award for research paper presented at the international conference *OMTAT-2005*, Kochi, October 24-27, 2005
  - 2nd best poster award for research paper presented at the international conference *APT 04*, Cochin, Jan 16-17, 2004
- The First Kerala Women Science Congress held on 12-08-2010 honoured Dr. Priyalakshmi G for being a recipient of PhD in Marine Biology from CUSAT.
- Dr. Shiny Palatty was awarded PDF on 2012.
- Eight teachers have been awarded Ph Ds during the last five years.

* **Recognition received by faculty**

- Dr. Shiny Palatty is a Referee of an international Journal *of Applied Polymer Science'* published from USA.
- Dr. Paul Isaac of Mathematics Department is a Referee of a Journal of Fuzzy Mathematics, Oaklyn, NJ 08107, USA.
- Dr. K.V. Thomas of Mathematics department was the Referee of two international journals *Fuzzy Sets and Systems* and *Iranian Journal of Fuzzy Mathematics*.
- Dr. John T. Abraham of the Physics Department is the Editorial Board Member of the journal *American Society of Science and Engineering,* 29 S 3RD ST, PO Box 98 West Terre Haute, In 4788
- Prof. Josy Joseph got the award for the best corporate film of the Cochin Advertising Club.

* **Incentives given to faculty for receiving state, national and international recognitions for research contributions**.

The Management encourages research by presenting mementos to those who are awarded PhD and cash awards to those who publish articles in National and International journals. The Principal appreciates the awardees in the general Staff meeting for recognitions received for research contributions.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The departments of Management, Commerce, Social Work and Chemistry have established institute –industry linkage to engage their student projects in the related industry.

- The department of Chemistry has tie up with industries like the Spices Board, CUSAT, Care Keralam etc for conducting the research projects of the P.G students of the college.
- The research scholars in Chemistry are given permission by the Department of Chemistry of CUSAT to use their lab facilities.
- The Commerce students are taken to the Stock Exchange for surveys and research.
- The students of BA Malayalam (Copy Writing) conduct their projects in collaboration with leading advertisement agencies and copy writers of the city.
- Industry visits and visits to startup village in Kakkanad are made by MBA students as part of their curriculum for creating entrepreneurship skills.
- The students of B.Com Travel and Tourism do their internship with leading travel agencies of the State.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Though the institution does not have any stated policy in consultancy services, it encourages the faculty who are engaged in consultancy services. The various institutes and the industry get their feedback from the students of the college, academic peers and other beneficiaries on the expertise of the staff and utilize them.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution provides positive support to the staff engaged in consultancy services. It is a fact that the services offered by many of the faculty are goodwill consultancy without any intention to earn money. The contribution of the staff towards consultancy services is appreciated by the Principal in the staff meetings.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The consultancy mainly includes the guidance in preparation of projects for the students of other colleges, science exhibition, literary and creative assistance to school students, lab designing assistance, garden designing and agricultural expertise, family consultancy, consultancy for Ad films, TV channels, tax consultancy etc. Teachers in the Department of Botany offer consultancy services to plantations and nurseries. The teachers who provide consultancy services and their areas are enlisted below:

- Dr. A. U. Varghese- Member of the Expert Committee of M.G. University to restructure the UG Syllabus of Hindi; translator of Hindi to Malayalam and vice versa of short stories/drama/novels for various authors.
- Dr. Laly Mathew- Member of the Expert Committee of M.G. University to restructure the UG Syllabus of English; provided the course and syllabus for a new elective course in Children's Literature for M.A. English to committee for syllabus restructuring.
- Dr. M.T. Antony- Member of the Expert Committee of M.G. University to restructure the UG Syllabus of Economics; member of National Open School Approval Committe.
- Dr. Shiny Palatty – scientific consultant to prevulcanization of rubber latex at room temperature.
- Prof. Ransamma Joseph – Save a family plan & welfare services.
- Dr. K.V. Thomas –State Mathematics Fair Exhibitions, Projects etc.
- Dr. Princy K.L- Student & Family counselling.
- Dr. Kochurani Thomas- Family budget.
- Prof. T.J. Joseph- Tax Consultant.
- Dr. John T. Abraham- Computer Software & Hardware.
- Dr. Paul Isaac: Tax calculation and salary fixation.
- Consultancy Services provided by Prof Josy Joseph C

- Media Course Consultant of Press Academy
- Multi media Consultant for DIST
- Advertising Strategy Consultant with EXODUS
- Ad Film Consultant
- Jury Member – *Goodness* T.V. Media Award.Dr. Thomas Varghese conducts a weekly programme named *Thirinjunottam* on Asianet Channel

- Dr. Beena Mary John consultant to Ignetta Holographics Pvt. Ltd, Padivattom, Kochi for analyzing certain hologram for security applications. Apart from this consultancy provided to light logics holography and optics private limited Thiruvallom P.O., Thruvanathapuram for preparing research projects for defense applications.

Prof. (Dr.) Mary Joseph T, Dean, BMIM is Consultant to

1. Asian Development Bank-Environmental Economics
2. Kerala State Industrial and Technical Consultancy Organisation.
3. Served as Team Member for Evaluation of Desh Project for Rural Development and Women Empowerment undertaken for Bill Gates Foundation, USA.
4. Gender consultant for household study conducted in connection with the Kerala Sustainable Urban Development Project funded by Asian Development Bank.
5. Member, Income Tax Reform Committee, Kerala Circle.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Since the institution does not have any stated policy on consultancy services provided, the institution does not generate any income from it.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institution promotes social responsibility through extension activities and outreach programmes taken up by the various departments, NCC and NSS etc. The institution is conscious of the role in neighbourhood-community network and has initiated a number of community development activities for the holistic development of the students. In accordance with the social commitment of the college

community to give back to society, as envisioned in the college motto- *For God and Country* various out-reach programmes are conducted:

- The teaching staff of Bharata Mata College contributed from their salary to construct two houses. Based on the social surveys conducted by the Campus Ministry, construction of a house was undertaken with NSS assistance for an economically downtrodden family in Kaloor, Ernakulam in 2012.
- After visiting houses of students by the teaching staff, a house was constructed in 2011 for one of our promising students of the final year BSc. Zoology with the NSS volunteers putting in manual assistance.
- Under the banner of the NSS unit of the college the students contributed and manually constructed a house for a deserving childless couple in Amballoor in 2006.
- The teaching staff of the college contributed Rs. 5 lakhs for a Dialysis Unit in 2013 to the Kidney Foundation run by Rev. Fr. Chiramel which provides free dialysis to poor patients.
- Bharata Mata College was the pioneer among the colleges in the state to provide mid-day meals once a week to the destitute in the streets, including mental patients and the economically disadvantaged in hospitals through the scheme 'Padheyam'. Each class takes turn in contributing and collecting lunch packets which are then distributed to the needy. The staff also contributes to the scheme regularly. This humble gesture to lend out a hand to the less privileged was followed by many schools and colleges in the state.
- Care for the less privileged through sharing one's time and means is the hallmark of the objective of the college to serve the less privileged fellow beings of the country. Various departments and the NSS unit contribute essentials and celebrate one of the main days of observance with the inmates of the homeless destitute of '*Karunalayam', Home of Faith* etc.
- The plot of land of the PWD lying idle in front of the college was adopted by the college and converted into a garden for bending an aesthetic green touch to the locality.
- The NSS unit adopted the Canal Roadside Colony in Kakkanad.
- The NCC and NSS have Blood Donors' units and are among the top in the list of donors to leading hospitals and the Indian Medical Association.
- The NSS unit supplied Public Address and Music Systems to the Juvenille Home, Kakkanad.
- Periodic cleaning of the college campus and its premises as well as the approach-road is done by the students with great zeal by the NSS. The volunteers also take part in the maintenance of roads, drainages etc in the neighbouring locality.

- The NSS volunteers supplied rice packets of 10 Kg and financial aid for health improvement to the poor people in the neighbouring locality during Onam. The amount was contributed by students, staff and management.
- Various health awareness programmes were conducted during the academic year as part of health services including Memory Walk to observe Alzheimers Day and a rally and a street play conducted as part of AIDS day on Dec 1.
- The college has built two bus bays in front of the college for the students and the local community.
- Students and teachers are actively involved in collecting and sponsoring items and in bidding for the charity auction conducted in October to raise fund aimed to help the financially backward students of the college.
- Financially deprived students are given study materials and financial aid by the college and the departments. There are a bunch of socially committed teachers, who wish to keep anonymity, who provide financial assistance to their wards including fees, money for books and mid-day meals, partial funding of study tour etc.

(The outreach programmes of the departments, individual teachers and students are incorporated in 3.6.2 to 3.6. 10).

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

All the departments encourage students to involve in activities which ensure their role as committed citizens of the society. The students under the banner of the department associations conduct various programmes in this regard.

All special days of national and international importance of social and civic relevance are observed in the college. The following are some of the activities which promote student involvement in social activities:

- Flag hoisting and Oath taking on Independence Day & Republic Day
- Seminar, Chart exhibition and Competition to observe International Youth Day
- Distribution of greeting cards and sweets on Teacher's Day by students
- Legal awareness classes on Human Rights Day
- Chart exhibition and awareness programme, planting of trees etc on World Environment Day, World Forest Day, International Women's Day
- Installing of Bird Bath on the college terrace on World Water Day
- Various seminars, competitions and book exhibition in connection with Reading Week
- Poster exhibition to create awareness on AIDS Day
- Procession with placards on World Ozone Day
- Rice distribution and Feed a Friend Programme on World Food Day

- Memory Walk to observe Alzhemer's Day
- Wall magazine, skit and power point presentation on World Population Day
- Birth Centenary of famous literary figures and social leaders
- Intercollegiate and inter-school quiz on World Wild Life week
- Exhibitions conducted by various departments on Aids, Pro-life etc.
- Street plays on current social issues such as environment protection, alcoholism, dowry system, pollution, traffic awareness etc. conducted by the College Drama Club and MSW department.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution collects feedbacks on its overall performance and quality from all its major stakeholders like the parents, the alumni, the peers and the local community.

The PTA meetings held periodically, the open houses, the departmental alumni meetings and the general alumni meetings, the IQAC where the local community is represented, the academic meetings where the peers interact etc are other spaces where the perception of the stakeholders on the institutional performance and quality are solicited.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

In addition to the general extension and outreach programmes conducted by the institution, the NSS, the NCC, the Campus Ministry and all the departments conduct extension and out-reach programmes. These programmes aimed at giving back to the community in return for the services rendered by it, instill in the students social commitment, sense of sharing, empathy and compassion which make them better human beings.

The various extension activities of the college towards community orientation are listed in 3.6.1 In addition to this all the departments are actively engaged in various outreach programmers. The Extension Activities of the departments are as follows:

Department of Zoology

- A Photo Exhibition and talk on Environment Conservation was conducted on World Environment Day, 5 June 2013. Students from the neighbouring schools turned out in large numbers to witness the Exhibition on 'Periyar Pollution .

- A 2-day Picture Museum exhibition '*Around the World*' was conducted on 5th & 6th January 2011, from 10.00AM to 4.00PM. Around 1000 pictures and renowned paintings of national and international acclaim were exhibited in the college auditorium which was open to the public.
- An inter-school quiz competition is held in connection with Wild Life Week for the Windermere Rolling Trophy. Higher Secondary students from various schools participated in the event.
- Inter-collegiate Debate competition for Rev. Fr. Jacob Kariatty memorial Ever- rolling Trophy is held annually on topics on the environment.
- A training programme on Aquarium setting for the students of neighbouring schools were conducted by the Department of Zoology.
- Installed bird bath on the college terrace on World Water Day. As part of ' Plant a tree ' programme of 'Harithakeralam' project of Govt. of Kerala and in honour of five retired teachers of Zoology department five saplings of fruit trees were planted on 'World Forest Day' 21st of March 2013.
- Social Awareness programmes were conducted to observe days of national importance; viz; August 6th-- Hiroshima Day, September 16th - World Ozone Day, December 1st - AIDS Day, October 1st week - Wild Life Week. A procession of the students holding placards of related themes and slogans, street demonstration with umbrellas bearing messages is held regularly on the respective dates in order to create awareness among the college fraternity and the local public of the importance of the above days and of the harmful effects of ozone depletion.

Department of Commerce

- A public Session was conducted on 23.11.2010 as a part of the National Seminar , for the 'Panchayath- Local Body members of Thrikkakara Panchayath/Cochin Corporation, Kalamassery and Thripunithura Municipalities, to create an awareness as well as to find solutions for meeting the financial needs of Urban Infrastructure Development. .
- A class was conducted for the parents of final year degree students on the 2nd Saturday of December, 2010 to create awareness on the maintenance of accounts related to housekeeping and personal savings.
- Prof. T.J. Joseph imparted coaching to members of the Boy's Home on Commerce every week end for six weeks.
- Prof. Sr. Annie Grace (P.K. Annie) is a member of the Jail Ministry under the Jesus Fraternity. She visits the various state and central jails in Kerala, conducts one day classes to boost the morale of the inmates of the jail. She was also in charge of SNEHA BHAVAN - an exclusive house for the children of prisoners.
- Prof. James Vallavanthara has been conducting classes to the financially weak students of the degree classes, outside the college working hours.

Department of English

- **ASAP** The Department conducted the ASAP (Additional Skills Acquisition Programme) of the State Government which imparts training to selected students of various colleges as Skill Development Executives who in turn train the High School students of the region in communication skills.
- **BETA (Bharatamata English Training Academy)-** A thirty hour certificate course in Basic English was conducted for the women of the local self- help group 'Kudumbasree' in March 2011. Fifty eight women of various age groups ranging from twenty three to sixty successfully attained basic literacy in English by this programme.
- **AMAARA-** The students of the English department in collaboration with an NGO, AMAARA Foundation give voluntary English coaching to high school students of Government Schools in the region every Saturday.
- **Prathibhanguram** -An All Kerala Inter School Story Writing competition on ' Re-telling Fairy Tales' was held in October, 2010. The best five stories were awarded prizes sponsored by the Kerala State Institute of Children's Literature, Government of Kerala.
- **Gurupranamam** -Ten veteran children's writers of the State were honoured during a cultural meeting- 'Gurupranam' held in collaboration with the KSICL, in the college auditorium on Nov. 19th, 2010.
- **Drama-** The department hosted for the college community and for the public, a children's drama "Bommanahalliyile Kinnara Yogi"- a re-reading of Browning's classic 'Pied Piper'- staged by leading children's theatre of the state, Mazhavillu on Nov. 19th, 2010.
- The students of the department under the leadership of Prof. K.V. Jojy cleaned the terrace and premises of 'Pratheekshalayam', a home for the physically handicapped and made contributions of essential commodities to the inmates.
- Lissy Kachapilly conducted classes as facilitator to high school students of Govt. Girls' High School.
- Tresa Abraham and Laly Mathew gave tutorial lessons to less privileged students of 'Snehalayam' orphanage for the rehabilitated children of prisoners.
- With the view to reach out to the destitute and the less privileged around us, the students and teachers of the department organize charity drives and distribute essentials to the old age home Karunalayam.

Department of Economics

Under the auspices of the Economics department basic computer training was given to the house wives of the locality.

Department of Malayalam

The department of Malayalam is telecasting an on-line educational channel- *Channel BMC.*

Department of Physics

- To promote scientific temper, the Department of Physics arranged an outreach programme for high school students of nearby schools. Demonstration and familiarization of Practical application of various principles were conducted in the laboratory.
- Prof. Rosamma K Joseph has conducted Physics classes to the members of Baselius Boys' Home (CST) Thrikkakara.
- Organ Donation Awareness Seminar was organised by the Department of Physics. Rev. Fr. Davis Chiramel (Chairman, Kidney Federation of India) and Mr. Vasanth Shenoy (Joint Secretary of Society for Organ Retrieval and Transplantation) presented the theme. Based on this seminar the college community has raised funds for a dialysis unit to be donated to the Kidney Federation of India.
- In collaboration with Cochin Refinery Ltd. the Department of Physics conducted Energy Conservation and Management Programmes which included seminars and distribution of leaflets on instructions and tips for better conservation and management of energy .Continuous follow-up of this was done every 3 months.

Department of Botany

Vegetable seeds and saplings to the college community were distributed by the department of Botany.

Department of Travel and Tourism

The department distributed a tourist handbook namely "Sarathi Mithra" to the drivers of the locality in five different languages (Spanish, German, Italian, Arabic, Japanese and French).

MBA Department

An Eye Camp and Dental Camp were conducted for the benefit of the students and the public.

MSW Department

The department conducts

- Eye camp and medical camps in rural areas
- 'Vidyavimojan' an educational sponsorship programme for financially backward students of Thrikkakara and Kalamassery.
- Community programmes such as living with tribes, and street plays in collaboration with Mathrubhumi newspaper on alchoholism, street plays on dowry system, water scarcity, safe driving etc. were conducted.
- Medical camp organized at Bharata Mata College.
- Special days are observed to spread the message of the day to the local community. These include;
  - Memory Walk to observe Alzheimers day.

- planting of trees, silent rally and street play as part of World Environment Day.
- Rally as part of International Day for the Youth.
- Rally and street play as part of AIDS day.
- Financial contribution as part of World Food Day
- Visit to Karunanalayam, Asha Bhavan and organizing programmes on the Day for the elderly.

- Interface with welfare organizations like SOS children's village, Edathala, Little Flower Hospital, Angamaly, Shilpa - School for the mentally challenged, Palluruthy, Adarsh institute, Thripunithura, Old Age Home, Permanoor, Relief settlement, Palluruthy, Don Bosco, Palluruthy, Sevashram, Angamaly, Vimukthi special school, Kalamassery,Children's Home, Angamaly.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

- The students are encouraged to join the service organizations like the NCC, NSS, AICUF, Jesus Youth, Justice Club etc at the time of their admission. The teachers also are members or supporters of the activities of these organizations.
- Campaigning for membership to these organizations are conducted at the beginning of the year.
- Most of the departments take their students to the neighbouring old age homes, poor homes and the house of the destitute to participate them in service to the needy and to create awareness about one's social responsibility.
- In many of the departments the students are encouraged to work along with the teachers to take free tuition and classes to the poor school students of the neighbourhood.

Some of the participatory organizations functioning in the institution are the following:

NSS

The activities of the NSS of the college are aimed at education through community service. The NSS works to arouse the social conscience of the students by preparing them to be useful to the society. The NSS volunteers of the college join hands in cleaning up the campus, cleaning the drains, planting trees, weeding, maintaining the local roads and premises, construction of approach roads in villages etc.

The NSS Unit contributed in constructing a house at Amballoor for a deserving childless couple. The NSS volunteers give man power support in constructing the houses sponsored by the different stake holders of the institution. The NSS has adopted the Canal Road Colony at Kakkanad. The Unit has donated public address system to the Juvenille home at Kakkanad. The NSS donates blood to the needy regularly. During the academic year the NSS unit of the college collected and donated seventy eight units of blood in collaboration with the Rotary Club of Smart City.

NCC

The main objective of the NCC is to give service training to the students to develop character, comradeship, service mindedness and leadership. The NCC has a Blood Donor's Club. The NCC assists the Discipline Committee of the college in maintaining discipline during public functions. The college NCC unit has been recognized as the best NCC Troop of the university for the past four years. Students of the college have been selected many a time to participate in the Republic Day parade at New Delhi. Many students have participated at various training programmes including Sainik Tele camps, shooting competitions etc conducted at different parts of India.

Women's Cell

The Women's cell of Bharata Mata College aims to encourage the girl students to break their personal limitations and to help create the right atmosphere for their overall development. The activities of the organisation include creating awareness regarding education, participation, economic independence and awareness, exercise of rights and many more factors ensuring women empowerment. It gives special attention to instilling in them the power to not fall victim to physical or sexual assault and also to encourage them to stand independently in society.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

- The MSW Department conducted an educational sponsorship programme- 'Vidyavimojan' for financially backward and deserving students studying in schools at Thrikkakara and Kalamassery.
- The students of the English department in collaboration with an NGO, AMAARA Foundation give free English coaching to high school students of Government Schools in the region every Saturday.

- The department of Physics conducts weekend classes in Physics for school students of the locality. They are also given practical training in the college Physics lab.
- The department of Zoology gives training in aquarium set-up and maintenance to school students.
- The Campus Ministry conducted a social survey on the condition of living among the poorest of the poor in the Palarivattam area.
- The I Semester MSW students conducted a socio- economic survey for the Welfare Services, Ernakulam.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Bharata Mata College aims at giving back to the society by reaching out to its fellow beings. This gesture instills in the students a social and moral responsibility towards the less privileged of the society in addition to the joy of giving.

- Sharing a meal with the destitute creates awareness about the millions starving and the value of food. It is also a reminder on the need for population control, better food distribution and scientific food production.
- Conducting classes for the school students gives hands-on training in teaching to the students.
- The training given in Communication skills is a learning experience to the students as their own soft skills are sharpened and bettered in the process.
- The maintenance of roads and drains by the students is a lesson in health and hygiene.
- The construction of roads, cleaning drives conducted etc. give good physical exercise to the students making them healthier and happier.
- Since each department focuses its extension activity in its own specific area it improves the academic knowledge of the student on the subject.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Whenever extension programmes are conducted by the college and its organizations like NSS, NCC the college ensures participation of the local community in such programmes. Their active participation motivates the institution to do further extension and community programmes. The initiatives taken by the institution to encourage the community participation in various extension activities are the following:

- **BETA (Bharatamata English Training Academy)-** A thirty hour certificate course in Basic English was conducted for the women of the local self- help group 'Kudumbasree'

in March 2011. The local Municipality gave its whole hearted cooperation in sending the self- help groups for the training.

- The support and manual labour of the well wishers of the local community is utilized during the construction of the houses under the Home for the Hapless scheme of the institution.
- Under the auspices of the Economics department basic computer training was given to the house wives of the locality.
- The B Com (Travel and Tourism) department published a Tour Guide in five languages and distributed it to taxi drivers in the city.
- The department of Zoology gives training in aquarium set-up and maintenance to school students.
- The Bharata Mata NSS unit undertook the task of constructing the Thommankuthu-Narunganam-Mundanmudi road in the Panchayath in a matter of six days with the whole-hearted support of the local public.
- The MSW department conducted medical camp and eye camp for the general public.
- The MBA department conducted an Eye Camp in the college.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- A Social Work department was started in Little Flower Hospital, Angamaly in the year 2010 with a multidisciplinary team including social workers with the initiative and guidance of Bharata Mata College, Social Work department.
- MSW department had interface with welfare organizations like SOS children's village, Edathala, Little Flower Hospital, Angamaly, Shilpa – School for the mentally challenged, Palluruthy, Adarsh institute, Thripunithura, Old Age Home, Permanoor, Relief settlement, Palluruthy, Don Bosco, Palluruthy, Sevashram, Angamaly, Vimukthi special school, Kalamassery,Children's Home, Angamaly and various hospitals in and around the city.
- The English department collaborates with AAMAARA an NGO in its Learning Inspired programme providing communication skills to government school students.
- The local municipally helped in coordinating the members of the Kudumbasree Unit for the conduct of the Certificate course in Basic Training in English of the Department of English.

- The Blood Donors' Club of NSS has tie up with the Rotary Club of Smart City,Kochi.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

- The Padtheyam scheme to share meals to the destitute in the streets was initiated in college campus by Bharata Mata College. Now a number of institutes lent their support to this scheme.
- Varsha V Varma of BA English received the prestigious Role Model Award of AAMAARA Foundation for her contribution and commitment to the Learning Inspired Programme. Priya Varghese of II BA English was awarded for best Leadership by the same foundation.

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

- The department of Chemistry has tie up with industries like the Spices Board, CUSAT, Care Keralam etc for conducting the research projects of the P.G students of the college.
- The research scholars in Chemistry are given permission by the Department of Chemistry of CUSAT to use their lab facilities.
- The Commerce students are taken to the Stock Exchange for surveys and research.
- The students of Malayalam Copy Writing conduct their projects in collaboration with leading Ad agencies and Copy Writers of the city.
- The students visit other research centers/libraries for discussions/collecting research papers/books with the Principal's written consent.
- The college also entertains students and research scholars from other institutions for sharing research papers / research level discussions etc.
- The D-space Library is another source of information to the students and research scholars of other colleges / research laboratories.
- Dr. Shiny Palatty, of the department of Chemistry has collaborated her Major project in the 'Shielding Property of Polymer Composites at Microwave Frequencies' with Dr. K. Ananthan, Professor, Dept. of Electronics of CUSAT, Kochi. She and her team made use of the lab facility of Cochin University and the Rubber Research Institute of India for successfully completing the major research project.

- The lab facilities of the Department of Polymer Science and Rubber Technology, CUSAT and Sophisticated Tests and Instrumentation Centre, CUSAT and Rubber Park, Government of Kerala, Perumbavoor are being used for doing the PDF research of Dr. Shiny Palatty in Polymer Chemistry.
- Students participated in an on-line interactive learning by renowned Career Guru B.S. Warrier conducted by Amrita E-Learning Research Lab, Kochi.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The following MoUs have been signed by various departments with other academic institutions, industries and agencies.

- The Dept. of Tourism and Travel Management has signed an MoU with In-house Aviation Training Academy.
- The MBA Department and ZEBA LABS, Kinfra Park Kochi have entered into an MoU to establish academic and industrial collaboration in areas of mutual interest.
- The Department of English has signed an MoU with AMAARA Foundation, Kochi on areas of mutual interests in English Language Teaching.

MoUs signed is hoped to contribute to the development of the institution and its departments while also benefitting the partner institution in its advancement.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology / etc.

Institution-industry-community interactions have contributed in improving the facilities of the college in the following ways:

- Advanced research lab in Chemistry
- D- Space digital library
- INFLIBNET
- Media Lab
- On-line educational channel- *Channel BMC.*

3.7.4. Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

- **International seminar**
  - The department of English conducted a UGC sponsored International Seminar on *Re-reading Classics in Children's Literature* on Nov.19-20, 2010 with a view to provide exposure to scholars and teachers in India in this new genre. The response to the seminar was overwhelming with 110 participants, including keynote speakers and scholars from USA, UK, Thailand and different states of India. Internationally acclaimed writer Dr. Suniti Namjoshi from UK inaugurated the seminar. The keynote speakers were Suniti Namjoshi, Dr.Alida Alison(USA), Dr. Manika Subi Lakshman (USA), Smt. Swati Raje (Pune) and Dr. Alison Walker (UK). Sixty five papers were presented in two parallel sessions by paper presenters from the US, England, Thailand , West Bengal, Maharastra, Tamil Nadu, Karnataka and Kerala.

  - The Department of Mathematics organized a 3- day International Seminar on the topic *New trends in Applications of Mathematics* on January 31st, February 1st and 2nd 2011.The inauguration and keynote address was delivered by eminent professor V.P. N. Nambori, Director International School of Photonics CUSAT. There were ten sessions and 45 research paper presentations in this event. The funding agency for this seminar was CSO (Central Statistical Office) New Delhi. Prof. D. Kannan(USA), Prof. L. Hazareesingh (USA), Prof. A. Krishnamoorthi (India), Prof. Prof. V. Kannan (India), Prof. N. Jayasankaran (India), Prof. Aparna Lakshmanan (India), Prof. Sasi Gopalan (India) Prof. T. Thrivikraman, Prof. Mohammad Ekramol Islam(Bangladesh) delivered lectures. 103 registered delegates participated in the seminar.

  - The MBA department conducted an International seminar on *Managing Challenges in the Emerging World Order & Winning Strategies for Sustainable Development* on 2nd & 3rd August 2011. 32 delegates participated in the seminar from various places. The resource persons were Prof. Dr. Elio Borgonovi, University of Bocconi, Milan, Italy and Prof. Dr. Reji George IIM Banglore.

  - The MSW department conducted an International Conference *Social Work Practices in India and the United States* on October 4,2012.The resource persons were Dr. William Simpson Whittaker, Marywood University USA, Mrs. Cheryl Whittaker USA, Rev. Dr. Varghese Kalapparambath India, Dr. Mary Venus Joseph India, Dr. Biju Mathew, Fr. Josy Sebastian, Mr. Shinto Varghese, Ms. Caldance Shalisa Ingrid Ali USA,Ms. Pauline Joy Debron USA, Ms. Caroline Walsh Gaines USA, Ms. Archelle Nicolle Harrison USA, Ms. Jennifer Loken USA, Ms. Samantha Meilma, Ms. Kaillin Emily Mc Donough, Mr. Scoot Timoth McDowell, Ms. Laura Ann Massaro, Ms. Molly Jean McDonald. More than 60 participants attended the conferences.

  - The MBA department conducted an International Colloquium on *Corporate Social Responsibilities in India and the United States* on October 5, 2012. The resource persons were Dr. William Simpson Whittaker, Marywood University USA, Mrs. Cheryl Whittaker USA etc. More than 130 participants attended the conference.

- **National Seminar**

  - Bharata Mata Institute of Management conducted a National Conference on *Banking & Finance* on 26th April, 2013. Prof. Dr. Abraham Koshy, IIM, Ahmadabad was the resource person on this seminar. More than 100 participants attended the conference.

  - Bharata Mata Institute of Management conducted a National Conference on *Marketing Mantra for Modern World on 13*th March, 2013.Shri.Venugopal C Govind, Managing Partner,Varma & Varma, Shri. Abraham Thariyan, Executive Director-South Indian Bank were the resource persons. More than 60 participants attended the conference.

  - Bharata Mata Institute of Management conducted a National Conference on *Emerging Trends in Marketing* on 6th and 7 th February 2013. The resource persons were Dr. Sushama Sreekandath-Senior Vice-President and Chief Operating Officer AVT Mc Cormick, Mr .Joffi Thomas Professor IIM Kozhikode, Fellow MDI, Gurgaon, Mr. P Ravindranath Principal Consultant, RK Swamy BBDO (P) Ltd, Mr. Biju Vithayathil, Dean Amity Global Business School ,Kochi. More than 40 participants participated in the conference.

  - The Department of Commerce organized a 3 day UGC Sponsored National Seminar on *Urban Infrastructure Financing: Options & Policies in the Emerging Indian Scenario* on November 23, 24 & 25, 2010. The Technical Partner was M/s. Roads & Bridges Development Corporation of Kerala (RBDCK). The seminar was inaugurated by Hon. Dist. Collector Dr. M Beena, IAS and presided over by T.K. Jose IAS, the M.D. of RBDCK. The keynote speakers were Mr. Vasudevan Suresh, former CMD of HUDCO and Dr. B V Sangvikar Prof and HOD, Management Studies, University of Pune. The 3 day seminar was organized under 7 technical sessions and 2 Public sessions. More than 100 delegates and participants attended the seminar.

  - The MBA department conducted a national workshop on *"Tools and Techniques of the Social Science Research***"** on 11th, 12th and 13th October 2010. The workshop provided an insight into the basics of research so that the faculty, research scholars and students were able to undertake the process of research in a systematic manner. Several participants from various institutions attended the work shop. The resource persons were Dr. Sebastian Rupert Mampilly Professor, School of Management Studies, Cochin University of Science & Technology.

  - The Dept. of Mathematics (in association with KMA) organized a three day National Seminar on *Mathematics for Computer Science* held on 7 th , 8 th and 9 th January 2010. Eminent Scientist Dr. A. Unnikrishnan, Associate Director, NPOL inaugurated the seminar on 7th Jan 2010. Ten eminent resource persons including Dr. N. Krishnan Moothathu (Former Director, Joint Cipher Bureau, Ministry of Defence, Govt. of India), Prof.(Dr.) N. Sridharan (formerly Alagappa University, Karaikudi), Prof.(Dr.) N. Chadrasekaran (formerly St. Joseph's College, Trichy), Prof.(Dr.) Rajkumar Dare (Madras Christian College), Prof.(Dr.) M. Sethumadhavan (Amrita Viswa Vidyapeetham, Coimbatore), Prof.(Dr.) M. Ramachandra Kaimal (formerly

Dept. of Comp. Sc. , Univ. of Kerala), Prof.(Dr.) T. Thrivikraman (formerly Cochin Univ. Of Sci. & Tech.) gave invited talks in this seminar. More than 20 delegates from various parts of the country presented their research papers.

- The department of MSW conducted a National Seminar on Bharathion 2008 – 'Educational leadership in communal harmony and peace'. The resource persons were Major Arch Bishop Cardinal Varkey Vithayathil, Arch Bishop Mar Joseph Powathil, Mr. T. K. Jose IAS, Dr. Parthasarathy, NIMHANS, Bangalore, Prof. V. J. Papoo,T. S. N. Pillai,Dr. Cyriac Thomas, Dr. Mary Venus Joseph, Lt. Col. Pramod Kumar, Adv. Sivan Madathil, Dr. Jose Antony, Dr. K. G. Parsuram, Prof. Abraham Thalavady and Fr. Michael Vettikattu. More than 100 participants attended the seminar.

- **State Level Seminar**

- A UGC sponsored Two day State level seminar on *'Modern Methods in Herbal Drug Development'* was held on 28th and 29th July 2010 under the auspicious of the Chemistry department in collaboration with CARe Keralam (A joint venture project of GOI, GOK and Ayurvedic industries) to promote interdisciplinary research on natural drugs and universal acceptability of Herbal drugs. 168 participants from all over Kerala representing industries, professional institutions, faculties and students attended the programmes among them 11 delegates presented papers. The resource persons were Dr. C S Paulose, Director, Centre for Neuro Science, Head, Dept. of Biotechnology, Cochin University, Dr. Salala Samuel, Senior Manager R& D, Kerala Ayurveda Pharmacy Ltd, Dr. Joy T Varghese Chief Executive office CARe Keralam. Dr. Samuel Mathew, Professor, Kerala Agriculture Pharmacy Ltd. Dr. Joy T Varghese Chief Executive officer CARe Keralm. Dr. Sheela Karalam, Special Officer R&D Oushadi Kerala, Dr. C.I. Jolly, Rtd. Professor Bombay University, Scientific Advisor, R&D Kerala Ayurveda Pharmacy Ltd.

- The department of Zoology conducted a UGC sponsored two day State level Seminar on *Biodiversity at Risk-An Indian Perspective* on 28th& 29th Sept 2011. The resource persons were Prof. N.R. Menon, Emeritus Professor & Honorary Director IMCOZ, CUSAT and Nansen Environment Research Center, Director Research., Dr. C.M. Joy, Professor of SH College and Former Registrar, KFRI, Peechi ,Sri. Jayakumar, Executive Director, Thanal, Dr. A.A. Mohammed Hatha, Associate Prof. CUSAT, Dr. Gigi K Joseph, Asst. Prof. , Nirmala College, Moovattupuzha, Dr. S. Bijoy Nandan, Associate Prof. CUSAT and Dr. N. Chandramohan Kumar, Registrar of CUSAT. The seminar was attended by 102 participants and 11 of them presented research papers.

- The department of Economics conducted a two day regional seminar on *Entrepreneurship Development: Prospects and Challenges* in association with Kerala Institute of Entrepreneurship Development [KIED] on December 7th and 8th 2011. The seminar was inaugurated by Smt. Beenakumari LLM, the Chef Executive Officer and executive director of KIED.There were four sessions. The first session on 'EDP: Introduction' was engaged by Mrs. Beena Mahesan, Trainer, EKSAT, HRD Institute, Kakkanad and the second session was

on *EDP: Motivation* by Mr. Dileep Kumar, Trainer, EKSAT, HRD Institute, Kakkanad. On the second day, third and fourth sessions were taken by Mr. K.M.H Iqbal, Master Trainer, Nehru Yuvak Kendra, on *Becoming a good Entrepreneur*.

- The Department of English conducted a regional seminar on *Beyond Footlights: Theatre and Texts* on 7 March 2012. Renowned filmmaker and National Award winner Sri. Shyama Prasad inaugurated the seminar and delivered the key note address. The afternoon session was led by by Dr Jose George, theatre expert and critic. Seventy delegates participated in the seminar including students, teachers and paper presenters.

- The MBA Department conducted a regional seminar on Intellectual Property Rights in Business on 10 April 2013 in association with the Patent Information Centre of the Kerala State Council for Science, Technology and Environment Trivandrum. Dr. Godfrey Louis,Por-Vice Chancellor CUSAT inaugurated the seminar. The Key note speakers were Mr. Safikh S, Technical Officer, KSCSTE Trivandrum, Mr. Afsar S, Patent Attorney, Krishna & Saurastri Associates, Bangalore and Adv. Benoy K Kadavan, High Court of Kerala. Academicians, Entrepreneurs, Corporates and Students participated in the seminar.

- In Connection with the Cardinal Parecattil Memorial Lectures the college organized the following seminars:-

  - The XI Joseph Cardinal Parecattil Commemorative Lecture 2012 on *Rio+20: Green Economy with Inclusive Growth* was delivered by Dr. M.S. Swaminathan MP, Father of Green Revolution of India. The key idea of the seminar was to reduce poverty while promoting decent jobs, clean energy, a more sustainable and fair use of resources and there by achieving a more prosperous world for all. The Programme concluded with an interactive session.

  - The X Joseph Cardinal Parecattil Commemorative Lecture on *Fundamental Duties* was delivered by Justice Kurian Joseph, Chief Justice Himachel Pradesh on 18 Feb.2011.

  - The IX Joseph Cardinal Parecattil Commemorative Lecture on *Unleashing the Power and Hidden Talents of Academic Institutions in Urban Development* was delivered by Sri T.K. Jose IAS MD, Roads & Bridges Corporation of Kerala on 7 April 2010.

  - The VIII Joseph Cardinal Parecattil Commemorative Lecture on the topic *The Role of Religions in Secular India* was delivered by Justice Cyriac Joseph, Supreme Court of India on 13 March 2009.

  - The VII Joseph Cardinal Parecattil Commemorative Lecture on *Higher Education : Possibilities and Challenges* delivered by Dr. Jancy James, VC,MG University, Kottayam on 17 March 2008.

  - The VI Joseph Cardinal Parecattil Commemorative Lecture on "*Space Technology for Societal Applications"* was conducted on 17 February 2007. Dr. G. Madhavan Nair, Chairman, ISRO delivered the keynote address.

More than 500 delegates including educationalists from various institutions, scientists, students, teachers from schools and colleges and the local public participate in these talks annually.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.

Three formal MoUs of mutual benefit have been signed by three departments of the college.

- The department of English has signed an MoU with AMAARA Foundation, an NGO which is committed to bring positive changes in the educational sector of the government schools of the city by imparting free skilled training in English to higher secondary students. Selected students of the English department volunteer as trainers to this programme. While the school students get skilled in communication skills through the Foundation, our students are benefitted with hands-on training in teaching at the same time whetting their communication skills.
- The Dept. of Tourism and Travel Management has signed an MoU with In-house Aviation Training Academy.
- The MBA Department and ZEBA LABS, Kinfra Park Kochi have entered into an MoU to establish academic and industrial collaboration in areas of mutual interest.

However the collaborations and the linkages established with several academic institutions and other industries without the signing of any formals MoUs have also greatly benefited the institution in the following areas:

- **Curriculum development/enrichment**

Interactions with industry, service sector, and community throw much light into the relevance or inadequacies of the curriculum. Their feedbacks are taken into consideration for giving suggestions while attending the seminars in connection with designing and re-structuring of the curriculum.

- **Internship/on-the job training**

The MBA, MSW, B Com Travel & Tourism, Hindi and the Malayalam department undergo training in industry and community development as part of their project and field work.

- **Faculty exchange and professional development**

The prevailing laws of the University to which the College is affiliated to, does not provide scope for faculty exchange programmes within its framework. However, the faculty of various departments of other institutions are invited as resource persons and the faculty of this institution serve as resource persons to other institutions.

- **Research**

Some of the faculty members and postgraduate students got benefit in their project and research as

they are able to collect data and grass root information through such collaborations for the benefit of their research.

- **Consultancy**

Many of the faculty has got individual consultancy services. There are many organizations, institutions and people who were benefited by such goodwill consultancy services.

- **Extension**

The extension programmes have helped the college in popularizing its vision and mission in the society, thus becoming more and more socially relevant and accepted.

- **Publication**

Interactions with experts of research institutions brought forth many publications from the faculty in refereed journals.

- **Student Placement**

Many students especially students of MBA and MSW get placements in the companies they go for project work, based on their aptitude, skills and attitude. Apart from this, there are many industries regularly visiting our campus at the end of academic year to recruit talented fresh blood into their services. Reliance Communication Ltd, Mahindra Holidays and Resorts India Ltd, the South Indian Bank Limited, Thirdware HR & Networks in HDFC Sales, Star Union Dai- Ichi Life, Eureka Forbes, HDFC, ICICI etc. are some of them.

- **Twinning programmes**

The college encourages outside institutions to conduct orientation programmes and special campaigning in the campus on skill development courses. Students join these diploma/ certificate courses in the evening/Saturdays so as to twin it with their regular programmes.

- **Introduction of new courses**

Since there is a rising demand for job aspirants in the fields of commerce and business two undergraduate programmes in Commerce and a programme in BBA were introduced during the academic year. Two UG and one PG programmes are awaiting sanction for commencement during the next academic year.

- **Student exchange**

The policies of Mahatma Gandhi University to which the College is affiliated has no provision for student exchange programmes. However, selected students of the college are sent to other institutions to attend seminars, workshops etc. The institution also entertains students from other institutions to attend seminars conducted by the departments. Research scholars also benefit by using the research labs and libraries of the agencies with which the concerned departments have linkage.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The college has not yet done such systematic planning on linkages and collaboration, yet individual departments establish linkages based on their academic needs. The department of Chemistry has the following collaborations:

- Department of Polymer Science and Rubber Technology, Cochin University of Science and Technology (CUSAT), Kochi.
- PRIMUS Gloves Ltd., Kakkanad.
- Safe Care Rubber Products Ltd., Kakkanad.
- Arjuna Aromatics, Edayar.
- Care Keralam, Thrissur.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The infrastructure facility of the institution is improved /created by the management from time to time. The Principal proposes the infrastructural augmentation needs to the Manager. The departmental requirements are informed to the Principal by the heads of each department. Common requirements are discussed in the college council meeting/staff meeting. The IQAC also give their recommendations to the Manager for improving the physical facilities for effective teaching and learning on the basis of the action plan chalked out in the beginning of the year towards quality enhancement. The management executes the infrastructural improvement on priority basis. The Assistant Director of the college oversees the implementation process.

4.1.2 Detail the facilities available for-

a) <u>Facilities for Curricular and Co-curricular activities</u>

Classrooms: The College has 52 class rooms for the conduct of the various Programmes.

Technology enabled learning spaces: The college has a computer lab, 1 language lab, 1 Audio visual room for aided programmes and 3 computer labs, 1 language lab, 1 Audio visual room for the self financing programmes. All the departments have LCD projectors, computers, laptops and internet facility. DVD players are used as teaching aid in the conduct of communication skills development. The departments of Chemistry, Physics and Mathematics have computer labs. The Malayalam department has a Media lab with NXG Camera, editing software and digital recorders. The library is computerized and digitalized with D-Space facility. LCD Projectors have been installed in at least one class room of each department.

Seminar halls: The College has 5 seminar halls of which 4 are provided with wall mounted LCD projectors. Apart from this there is a Students' Hall which has a seating capacity of 300.

Tutorial spaces: Tutorial classes are conducted in the respective class rooms.

Laboratories: The UG departments of Physics, Botany, Zoology and the PG department of Chemistry have well equipped labs. The Chemistry department has a separate lab for doing research and major projects. There are four computer labs and one language lab connected with various departments.

Botanical garden: The College has a collection of botanical plants including herbal and medicinal plants. The PG Department of Chemistry also maintains a Herbal garden with medicinal plants adjacent to their department for the conduct of M Sc Pharmaceutical Chemistry.

Animal house: Nil

Specialized facilities and equipments for teaching: In addition to the D-Space digitilized General Library all the departments have department libraries for ready reference. On-line resources and internet browsing are available in the General and department libraries. All the departments have LCD projectors, laptops and computers for ICT enabled teaching. In addition to this there is an A/V room adjacent to the library. DVD players aid the teaching of the Common Course in Communication Skills. Public Address System is used in all the classrooms and the key points in the campus for passing on information.

Learning and research: The Research centres of Mathematics, Commerce and Chemistry have research rooms with library facility for carrying out research and scholarly interactions between research scholars and their supervisors. The research centre of Chemistry has a separate research lab. All the research centres have internet and reprographic facilities.

b) Extra –curricular activities

S**ports:** The College adequately caters to the physical as well as the mental health of the students through sports activities. The college has a good 200 metre athletics track and play ground for conducting Cricket, Hockey and Football matches. A basketball court, Volley ball court, etc. are other sports facilities for students. There is a store room to keep the sports equipments.

Outdoor and indoor games: The College has badminton, football, cricket, volley ball, hockey, hand ball and basketball as outdoor games. There are separate badminton and basketball courts. The college playground serves the conduct of other games like football, hockey and cricket. The indoor games provided by the college are caroms, chess and table tennis, which are separately facilitated for boys and girls. The college also has Wrestling and Judo mats for the students of the college and for summer training to school students.

Gymnasium: There is a well equipped mini multi gymnasium and fitness centre in the campus for the benefit of the students and staff which is maintained with the co-operation of the Department of MBA.

Yoga : Yoga classes are conducted in the space provided at the balcony of the auditorium.

Auditorium: The College has a well furnished A/c auditorium with a seating capacity of 800 persons and a generator, light and sound system etc.

NSS, NCC: Separate rooms are allotted for the functioning of NSS and NCC. The NCC also has a store room to keep guns and equipments.

Cultural activities: A hall at the top floor is made available for the practice sessions of the various cultural activities of the students. The cultural activities are performed in the main auditorium.

Communication skills development: A fully computerized and well equipped language lab enable the students of Management to master language skills.

Health and hygiene: Necessary medicines including first –aid are kept in the college and the departments. Besides, the college utilizes the services of nearby hospitals in allopathic and ayurvedic treatments in emergencies. There are adequate number of toilets for boys and girls with a common incinerator. The college has appointed five last grade staff to keep the campus clean and to maintain hygiene and it is monitored by non-teaching and teaching staff. In addition to this the whole college and the NSS volunteers participate in the Clean Campus Drive conducted periodically.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities

developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The institution has a Master Plan which is improved from time to time to keep pace with its academic growth. New infrastructural developments are done in terms of new programmes started, expansion of the facilities of the existing programmes, construction of seminar rooms and audio visual rooms, improvement of sports facility, students' centre etc. The infrastructure facility is optimally used for the needs of the students and staff on all working days of the week. Besides, certain facilities such as the Auditorium, seminar rooms, class rooms, play ground etc are rented out for meetings organized by social and private organizations, the government and individuals and for the conduct of various social gatherings, examinations, etc. during the weekends and holidays.

- **Existing Physical Facility**

- Class rooms - 52
- Labs - 8
- Computer labs - 5
- Language lab -1
- Media Lab -1
- Seminar halls - 5
- General Library -1
- Department libraries- 12
- Incinerator-2
- Common staff rooms -2
- Departments-16
- Local/STD booth-1
- Generators- 6
- EPABX with 100 lines
- Public Address system-9
- Research Centres-3
- Rooms for NCC,NSS
- Store-2
- Record room, store room-1
- Room for IQAC
- Room for Election, Exam Cell etc. -1
- Auditorium- 2
- Canteen-1
- Reprography-5

- Mini-multi gym-2
- Common room for girls-2
- Common room for non-teaching staff-1
- Wells/ Drinking water facility-6
- A/V Rooms-1
- Chapel-1
- College Bus-1
- Gardens-2
- Car/ Two Wheeler parking-4
- Hostel for Boys/ male staff
- 200mts Playground
- Football/Cricket field
- Out door Badminton Court -1
- Basketball court
- Manager's Residence
- Guest House
- ATM
- Branch of SBT
- Open Auditorium
- Fountain.

- The amount spent on infrastructure augmentation during the past four years is presented in the following table:

New infrastructure facilities introduced	Amount spent in lakhs (approx.)
Construction of new building for new programmes	250
Auditorium sound proof	35
Beautification of the campus	5
Construction of Computer lab	2
Construction of Language lab	2
Media Lab	1
Construction of seminar rooms	6
Construction of Students' Centre	30
Renovation of Chemistry lab	10
Vehicle parking facility for staff & Students	5
Improving toilet facility	4

Drinking water facility	3
Improving sports facility	8
Fountain & garden in MBA Block	6
A/V room in the library	2
Library digitalization	3 .5
D-Space facility in library	8 (Govt. Fund)
SBT Branch	25
ATM	1.5
Mini-multi gym(2)	3
Counselling Room	1
Common Room for girls	1
Research Room	5
Renovation of Boys' Hostel	6
College Bus	22
Manager's Residence	3
Guest Rooms	12
ICT enabled class rooms	5
Solar energy	5
Total	**4 crore 70 lakh**

- **Optimal Utility**

The college shares its infrastructural facilities for the benefit of the local community. The college play grounds, auditorium and other infrastructural facilities are rented out to the local community for conducting meetings, competitions and social get-togethers. Infrastructural facility for community dance club and community football club are provided to encourage cultural and sports activities of the locality.

- **Master plan of the Institution- is available in the Principal's Office**

- **Future Plans for Development**
  - Facilities to upgrade UG departments to PG and to Research Centres in future
  - Upgrading of Science Labs
  - PG Block
  - Wash facility in the top floor
  - Renovation of girls' rest rooms
  - Convention Center
  - Zoology Museum
  - ICT enabled facility in all class rooms
  - Separate Computer labs for more departments

- Expansion of Media Lab
- Coaching center for Civil Service Examinations
- Windmill
- Additional Solar Panels
- More Vermi-compost Units
- Banana garden
- Separate cubicles for Student Support activities
- 20x12x7 Indoor shuttle badminton court
- Additional Basket ball court with modern facilities
- Fencing and planting of shady trees around the playground
- Cricket pitch
- Swimming pool
- Additional wrestling & Judo mats
- Examination Hall
- Total Water harvesting in the campus
- An Orchard of variety of fruit trees.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The Principal ensures that the present facilities meet the requirements of students with physical disabilities and any suggestions from such students are taken into consideration.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility** – The College has hostel facility in the campus for a limited number of boys and male staff. Since the hostel is in the campus the students enjoy all the facilities of the college like the canteen, computer and internet and Wi-Fi facility, library, gymnasium, playground, chapel, security etc.
- **Recreational facilities, gymnasium, yoga center, etc**-The College has a playground for cricket and football and a basket ball court and a badminton court. The students' common rooms are provided with carom boards, table tennis boards etc. There is a mini multi-gym for the boys.
- **Computer facility including access to internet in hostel:** Computers and other facilities of the college are used by the hostel inmates too for their needs.
- **Facilities for medical emergencies:** First-Aid Boxes are kept in the college at key spots. Some departments also keep first-aid boxes. In case of emergency students are taken to the nearby hospitals, two of which are within a radius of 100 metres.

- **Library facility in the hostels:** Since the students stay in the campus the library facility of the college could be used by the hostellers during working hours of the library.
- **Internet and Wi-Fi facility:** The hostel on the campus has Wi-Fi facility.
- **Recreational facility-common room with audio-visual equipments:** There is no common room with A/V equipments in the hostel.
- **Available residential facility for the staff and occupancy:** Male staff has accommodation facility. At present one teacher is staying in the campus. 2 non-teaching staff are staying in a house adjacent to the college which is owned by the management.
- **Constant supply of safe drinking water:** The hostels are provided with filtered water and boiled water.
- **Security:** A permanent security personnel is staying in the college campus.

The college provides hostel facility to girl students in four nearby girl's hostels which are run by convents under the same management.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- The college conducted a general medical checkup for the first semester students and issued health cards to them.
- Eye Camps, Dental camp and Health Survey etc were conducted by the School of Social Work/MBA.
- A First Aid Box is provided in the departments and the NSS and NCC offices.
- Group insurance is provided for all the students.
- Health and hygiene classes are conducted for the students, especially for the girl students.
- In case of emergency medical care is provided to all students.
- Financial aid is given to the needy students and non-teaching staff for medical needs and operation.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The common facilities available on the campus are the following:

- Separate spaces for IQAC, Women's cell, Counselling and career guidance, Placement cell, NCC and NSS.

- Common rooms and recreational spaces for staff and students
- Mini-multi gym
- drinking water facility in every floor
- auditorium with 800 seating capacity
- Students' Centre
- Seminar halls
- A/V Room
- Canteen
- Play ground
- Parking facility.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes. There is a 'Library Advisory Committee' consisting of the Principal, the departmental heads, two student representatives and the librarian as the member secretary. The significant initiatives implemented by the committee are the following:

- Strengthened the support facilities in the library such as providing computers, reprographic facilities, internet connectivity, library automation, etc.
- Digitalization and computerization of the library.
- The UGC fund allocated for books and journals is divided priority wise to the departments for the department libraries.
- The librarian scrutinizes the requisition for text books, journals etc., from the department for each academic year.
- The feedback from the users of the library and suggestions for better utilization of the library resources were obtained.
- The services provided by the library to the students and staff have become more user-friendly.

4.2.2 Provide details of the following:

* **Total area of the library:** 5800 sq. feet
  - Reading Room & Issue Counter: 2000 sq. ft.
  - Stake Room & Librarian Room: 2400 sq.ft.
  - A/V Room: 1200 sq. ft.
  - Foyer: 200 sq.ft.

- **Total seating capacity:** Total seating capacity of the library is 60.
- **Working hours:** The library works from 9.00 a.m. to 4.30 p.m. on all working days. On holidays and during the vacation, except on Sundays and Government holidays, the library hours are from 10.00 a.m to 4.00 p.m. During the examination days the library works from 9.00 a.m to 4.00 p.m.
- **Layout of the library:** The reading area of the library has separate spaces for boys and girls with 60 chairs.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The Principal circulates notice to the departments on the allocation of funds for the purchase of books. The provisional list of books recommended by each department is handed over to the librarian who then forwards it to the publishers or distributers. Teachers as well as the librarian also purchase the required books from the bookshops on behalf of the Principal.

Library holdings	2012-13		2011-12		2010-11		2009-10		Year – 2008-09	
	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.
Text books	2316	576491	78	1766	1050	3384	178	51841	565	12935
Reference Books	300	80000	10	3000	9	6000	30	15000	8	5000
Journals/ Periodicals	85	85000	65	15000	72	1442	85	16000	38	9000
e-resources	N-List	5000	N-list	5000	-	-	-	-	-	-
Educational CDs for improving communication skills, GK, Competitive Exams, Movies etc. Total No: 139 Amount: Rs. 9980/-										

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC:** The facility to use the Online Public Access Catalogue has been provided in the library. Training on "How to use OPAC for search" was provided for the first semester students this year.
- **Electronic Resource Management package for e-journals**: Through INFLIBNET the college has started subscribing e-journals which are useful to staff and PG students

and especially to the research scholars of the research departments. Sage e-journals are subscribed by MBA library.

- **Federated searching tools to search articles in multiple databases:** This facility is used by research scholars to find out articles related to their area of research.
- **Library Website:** The College library website is bmc/dspace.in
- **In-house/remote access to e-publications:** 5 computers with internet facility is available in the library.
- **Library automation:** The library is fully automated.
- Total number of computers for public access: 3
- Total numbers of printers for public access: 1
- Internet band width/ speed : 10 mbps
- **Institutional Repository:** The research articles of the staff and research scholars, project works of students and staff including PhD and M Phil theses are available in the digital library of the college.
- **Content management system for e-learning:** The college has not yet started such system of learning.
- **Participation in Resource sharing networks/consortia (like Inflibnet)** :The college participated in resource sharing network of Amrita E-Learning Research Lab, Amrita University, Kerala. Moreover, the college has D-space library as mentioned above.

4.2.5 Provide details on the following items:

- Average number of walk-ins : 250
- Average number of books issued/returned: 130
- Ratio of library books to students enrolled:42500: 1680: = 25 books per student
- Average number of books added during last three years: 500
- Average number of login to OPAC : 130
- Average number of login to e-resources: On request
- Average number of e-resources downloaded/printed: 3 %
- Number of information literacy trainings organized : 3
- Details of "weeding out" of books and other materials: 5 %.

4.2.6 Give details of the specialized services provided by the library

- Manuscripts : Nil
- Reference : Encyclopedia, Year book, Gazetteers, Maps, Atlas, Britannica, LIMCA World Book, India Reference Annual, Directory, etc.

- Reprography: Facility is provided in front of the library.
- ILL (Inter Library Loan Service): Nil.
- Information deployment and notification (Information Deployment and Notification): Latest arrivals of books are displayed in the rack at the library entrance.
- Download: Facility to download data is available both in the library and the departments.
- Printing: yes.
- Reading list/ Bibliography compilation: Reading list and Bibliography are available via. OPAC.
- In-house/remote access to e-resources: N-List and D space facility available.
- User Orientation and awareness: Conducted for first semester students every year.
- Assistance in searching Databases: On request.
- INFLIBNET/IUC facilities: N- list is available for all users through password.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- In the beginning of each academic year the first year students are taken to the library and the librarian briefs them on the rules and regulations of the library.
- The librarian/staff helps the students to search out books and other materials for writing projects and assignments.
- Based on the request from the students/staff new books are purchased.
- The library staff motivates students to visit the library daily.
- New arrivals are kept in open racks to attract and create interest in readers.
- The Librarian motivates and encourages students for the maximum use of the library.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Teachers and classmates browse the library and make books available to such students based on their requirements.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes. The college has started collecting feedback from the students for improving the library services. Feedbacks are collected from those students who visit the library regularly. The Library Advisory

Committee discusses and analyzes the feedbacks, complaints and suggestions of the students and suggests solutions to improve the services of the library under the responsibility of the Librarian.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

The College has 189 computers of which 126 computers have internet facility. The computer -student ratio is 1: 9. The Configuration used in the above computers may differ ; however the system has processors ranging from Pentium 4 to Pentium Dual Core, RAM ranging from 256 MB to 2 GB, Hard disk ranging from 80 GB to 500 GB, 35 DVD writer, Monitor ranging from 15 " CRT to 19 inch LED with optical mouse and Key Boards. Windows XP / Window 7 are used as software in these computers. In the MBA department 95 computers are connected by Lan facility. The campus is wire-free.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- The campus is wire-free and the students and the staff can access internet facility in limited areas of the campus.
- In case of a failure in Wi-Fi connectivity, the computers provided in the library, computer lab and the departments have direct internet connection which serves the purpose.
- The hostellers are provided with internet facility.
- Teachers and scholars can log-in to INFLIBNET on-campus and off-campus using the log-in password.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college upgrades the IT infrastructure and associated facilities every year as per the requirements by utilizing the UGC fund. The departments can forward their requests to the Principal or the UGC co-coordinator for upgrading the IT facility. The funds are allocated on democratic and need- based priority. Additional requirements are fulfilled by the management.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Computers and their accessories are purchased/ maintained without any delay as the need arises. For the maintenance of the computers a full time computer technician has been appointed in the campus by the management.

The following table shows the list of computers and their accessories purchased/upgraded/maintained during the last four years apart from the UGC Grant (items purchased from UGC grant is mentioned in 3.2.7).

Academic year	**Name of items purchased and their cost**	**No. of computers upgraded and amount spent for maintenance**	**Total amount spent**
2012-13	8 Motherboard 8 Processor 8 RAM 8 Hard Disk 4 Printer Total Cost = Rs.103800/- 3 New PC = Rs.70,000	Mother board Repairing, Formatting, Networking, Toner Cartridge refilling and Cartridge refilling, Key Board, Wi-Fi adapter, Antivirus installation etc Total Cost = Rs. 100000	**273800**
2011-12	Wipro Printer Head-Rs.2237 Parallel PCI Card-Rs.350 Connector-41No.-Rs.615	Mother Board(3) Repairing- Rs.1350 Maintenance Service Charge = Rs 75000	**79,552**
2010-11	UTP Cable 305 Mts-Rs.4918 HP Toner Cartridge – Rs.330 Processor, M/B, RAM, SMPS-Rs. 7261 APC UPS-Rs.36000 Processor,Ribbon,Cartridge-	Mother Board Repairing-Rs. 750 Computer repairing- Rs.250 , Maintenance Service Charge = Rs 75000	176539

	Rs.4750 Wireless Adapter 10 no.-Rs.12495 Battery (3 No.)-Rs.33450 Refills, Ribbon Mask & Ribbon Cartridge-Rs.1335		
2009-10	Networking products-Rs.91397 Ribon Refill-Rs.750 LG DVD-RW Drive-Rs.1350 1 GB DDR1 RAM-1 Rs.2150	Mother board repairing, Maintenance Service Charge etc = Rs 85,000	180647

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Each teaching department has a computer with broadband internet facility and required software for preparing study materials and presenting teaching materials by using Microsoft Power Point or Macro Media flash, laptops, LCD projectors and screens provided to each department facilitate computer aided teaching, conduct of seminars & PPT. An orientation class on e-Content Development and Virtual Labs was organized for the teachers by the college for acquaintance with new ICT resources. A demonstration on e- journals and INFLIBNET was conducted for the staff.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The Audio Visual Smart Room of the library is used for on-line learning. Classrooms are provide with LCD projectors. The teachers train the students to use and collect information from the e-learning resources. The students use the on-line learning resources to prepare notes, write assignments, conduct seminars and collect data for projects. The students conduct their seminars using Power Point presentations. The teachers use as well as encourage the students to use LCD projectors, DVDs, on-line resources and PPP to facilitate teaching, thus placing the student at the centre of the teaching –learning process.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The Institution avails NMICT through the National Knowledge Network connectivity.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

SI No.	Maintenance and upkeep	Amount Utilized
a.	Building	39 lakh
b.	Furniture	50,000
c.	Equipment	50,000
d.	Computers	2,50,000
e.	Vehicles	1 lakh
f.	Garden	6lakh
g.	Electricity	2 lakh
h.	Plumbing	3 lakh
i.	Drinking water	1 lakh
j.	Miscellaneous	2 lakh

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The resident Manager and Principal frequently inspect the college building, especially class rooms, labs, library and other facilities. Infrastructural maintenance such as electrical, furniture, plumbing and equipment repairs are done whenever required. The Assistant Director of the college oversees the maintenance and upkeep of the infrastructure. A register is maintained in the Principal's office in which the staff can lodge their requirements regarding maintenance of infrastructure and facilities as well as equipments required by the department.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Calibration of lab equipments and accuracy and precision measures are conducted annually during the vacation with the help of expert technicians.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

Generators are provided in the Physics and Botany labs, the Seminar halls, computer and language lab and also in the auditorium and library. The computer labs are supplied with UPS for back-up. Special care is given to the upkeep of sensitive equipments, lab equipments, LCD projectors, water purifiers etc. Annual maintenance and timely servicing of equipments ensure their upkeep.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- The college library is now a D-Space digital library.
- A Banana Garden with a thousand plantains is being grown in the campus
- UGC has sanctioned funds for the following developments envisaged by the college and work has started on them
  - Mechanized Grass Cutter
  - Mechanized Roller
  - Basketball stand
  - Olympic Coloured Barbell Set

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The institution publishes its updated handbook annually. The information disseminated to the students through the handbook are the following:

(i) Vision, mission and motto of the institution.
(ii) The college Emblem
(iii) Profile of the institution.
(iv) Landmarks in the history of the college

(v) Lists of the Management and Administrative Body, Departments, Faculty, and Administrative Staff
(vi) Academic Programmes and details of Choice Based Credit & Semester System,
(vii) Details of scholarships and other financials aids.
(viii) Campus Facilities & Amenities
(ix) Support Services
(x) Co-curricular and extension activities
(xi) Rules of attendance and General Behaviour
(xii) Rules of the Library
(xiii) Academic Calendar of MG University
(xiv) The college Almanac & Year Planner
(xv) The Illustrious Predecessors of the college
(xvi) Important telephone numbers.

From 2010-11 onwards the admission for Aided Programme is done through Centralized Allotment Process (CAP) of MG University. Therefore the college is not publishing the prospectus for the aided programmes since 2011 onwards. However an updated prospectus regarding the admissions is published every year for the Self financing MBA.

In addition to this, the college publishs an annual news letter named *BMC News* in which all academic, co-curricular, outreach and extension activities carried out in the academic year are included.

The institution ensures its commitment and accountability through constant interactions with all the stakeholders, self introspection at meetings of the Governing Body, College Council and staff meetings and feedbacks collected from all possible quarters.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

On the College Day institutional scholarships are awarded to the meritorious students of the previous academic year. The following are the details of the scholarships instituted, the amounts and the criteria for receiving the same.

Sl. No	Name of the Scholarship	Amount	Eligibility
1	Cardinal Scholarship	500	A first year student once in three years on the basis of merit and financial need
2	Msgr. Paul Vattoly Prize	500	The Degree student securing the highest grade under Part III Physics
3	Rev. Dr. C.A. Abraham Prize	500	The Degree student securing the highest grade in Part I English

4	Rev. Fr. Antony Kayithra	500	The student securing the highest grade in Zoology main at the final year B.Sc exam
5	Sri. P.O. Paul Memorial Prize	500	The Students securing the highest grade in Physics main and Physics complementary
6	Rev. Sr. Janitta Award	500	The Student securing the highest grade in Botany main (final year BSc.)
7	Prof. P.J. Paul Memorial	500	A first year Physics main degree student on the basis of merit and financial
8	Dr. A. Madhavan Award	500	The Student securing the highest grade in the BSc Zoology main in the final year university examination
9	Prof. P.D. Ouseph Award	500	The Student securing the highest grade in BSc Maths main in the final year university examination
10	Dr. M.K Augustine Award	500	The Student securing the highest grade in complementary Botany in the university examination
11	Sri. K.J. George Kureekal	500	The student with the highest grade in III year BSc Chemistry
12	Sri. Joseph P. Puthussery	500	The Student securing the highest grade in the M Com degree course
13	Prof. Jacob Joy Mannully Award	500	The student of BA English Literature main securing the highest grade in the optional subjects(core & Comp) in the university examination
14	Prof. P.P. John Award Scholarship	500	The student securing the Zoology Main Practical Examinations(final BSc)
15	Prof. Kurias J Kadavan Award	500	The final BSc Chemistry student on the basis of grade secured in Chemistry for the I & II year University examination
16	Rev. Sr. Cletus Award	800	The student who secures highest grade for part II Hindi at the undergraduate level
17	Dinesh Sreedharan Memorial	500	The best all-round Sportsperson of the year
18	Mr.& Mrs. T.C. Thomas	800	The best NCC Cadet of the college
19	Prof. Francis Joseph Edathrakary	800	The best outgoing student of Zoology
20	Prof. Francis Joseph Edathrakary	900	Topper in I BSc Zoology(Theory)
21	Prof. Francis Joseph Edathrakary	900	Best Outgoing students of Zoology
22	Mr. Varu Kujipaulo Manjaly Memorial	1000	Topper in I semester B Com University Examination
23	Mr. V.J Antony Vallavanthara Memorial	600	Topper in First Year B Com University Examination

	Scholarship		
24	Prof. Augustine Paul Award	1200	Best outgoing student of M Sc applied Chemistry

Other than the above, scholarships & financial aid are given to economically weak students based on their academic performance from the fund collected through Charity auction by the college and the UGC Stipend. All of these were disbursed on time.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

54% percentage of students receives financial assistance/fee concession from state government. Another 0.25 % students receives UGC stipend.

5.1.4 What are the specific support services/facilities available for

- **Students from SC/ST, OBC and economically weaker sections**

- The Equal opportunity Centre conducts seminars, workshops and lectures for students from SC/ST, OBC and economically weaker sections to motivate them in their studies and enable them to compete with the general category.
- They are provided with financial aid by the college in addition to the stipend from the government.
- Remedial coaching is given to the under privileged category to uplift them academically.
- The tutorial and mentoring systems help to identify their problem areas and address them positively.

- **Students with physical disabilities**

Special care and facility are provided for students with physical disabilities in the class rooms and during examinations including extra time, separate room, scribe etc.

- **Overseas students**

Presently the college has no overseas students other than NRIs.

- **Students to participate in various competitions/National and International**

Students are motivated and encouraged to participate in various State, University and intercollegiate competitions. Expenses and the registration fees to participate in the competitions are borne by the college. Expert trainers are arranged at the expense of the college to provide coaching to students in the University level competitions which add to their scope of winning prizes in various competitions.

- **Medical assistance to students: health centre, health insurance etc.**

- A general medical checkup for I st year students were conducted and health cards were

issued to the first year students in 2011-12 by the department of Zoology and NSS.

- Eye camp, Dental camp and Health Survey were conducted by MSW and MBA departments.
- Health card was issued to the students in 2011-12.
- In case of emergency medical care is provided for all students.
- First Aid Boxes are provided in each floor and in the NSS and NCC offices.
- Group insurance is provided for all students.

- **Organizing coaching classes for competitive exams**

- Coaching for entry in services for PSC tests, Bank tests etc. are conducted for students of the college and the locality under the UGC financial assistance.
- Coaching for UGC NET was conducted by the Commerce department.

- **Skill development (spoken English, computer literacy, etc.,)**

- The college is a Training Partner Institution (TPI) of Additional Skills Acquisition Programme (ASAP) of the State Government.
- Classes are conducted to improve Communication skills of students.
- The I semester students have a Common Course in Communication skills in English.
- Add-on courses are conducted in computer basics and application, media writing, news reading and anchoring, on-line financing etc.
- An open course in English for Careers is conducted by the English department.
- Training in creative writing, copy writing, airport management etc are conducted.
- Workshops on media writing, theatre, management etc are conducted.
- Spoken English classes are conducted for MBA and MSW students outside the curriculum.

- **Support for "slow learners"**

Remedial coaching in their relevant subjects is given to all slow learners before class hours/free hours to improve their performance in studies. The tutorial system is another way to lend academic support to the slow learners.

- **Exposures of students to other institutions of higher learning/ corporate/business house etc.**

- Students attend seminars and workshops conducted by neighbouring institutions like Cochin University of Science & Technology and other colleges.
- The M. Sc Pharmaceutical Chemistry students are trained in Spices Board.
- The MSW students have interactions and contact classes with various organizations like NIMHANS, Childline, many NGOs etc.
- The B.A Malayalam and B.Com Travel and Tourism students have on –the-job training in various Ad agencies and media institutes.
- The B.Com (Travel and Tourism) has tie-ups and training with different travel agencies.

- The students of many departments conduct factory visits/ industrial visits / field trips to different institutions.
- The B Com students are taken to the Stock Exchange.
- The students get opportunities to interact with experts/corporate/ management gurus in the college.
- The MBA Students do their projects in various institutions of corporate business sector.

- **Publication of student magazines**

- Wall Magazines and News papers are published by different departments on topics of current relevance
- Most of the departments publish Manuscript Magazines on behalf of their Student Associations.
- The College brings out a College Magazine under the leadership of the Student Union.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- An Entrepreneurship Club is functioning in the college to encourage and develop entrepreneurial skills among the students of Commerce, Economics and MBA. The Cell conducts seminars, face- to -face interactions with successful entrepreneurs, etc.
- A flagship programme named X'lencia is conducted under the leadership of the MBA department, which consists of seminars and a Management Meet to provide opportunity to unlock the managerial and leadership talents of the students. Top-notch academicians and business executives attend this event.
- Under the Entrepreneurship Club, the students of BA Economics conducted an Entrepreneurship Day where the student entrepreneurs exhibited and marketed their products.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The institution encourages its students to participate in extra- curricular activities including sports and games in the following ways:

*** Additional academic support, flexibility in examinations**

- The students who participate in extra-curricular activities are given attendance for those days.

- The student participants in extra-curricular and sports activities who miss the internal exams are given additional chances to write the exams.
- Registration, fees, travel and food expenses of the students who represent the institution in Intercollegiate and Intramural competitions are met by the college.

*** Special dietary requirements, sports uniform and materials**

- The college has a well equipped gymnasium and fitness centre run by the Department of Management.
- The institution provides reservation according to the university rules for admission to sportspersons.
- Annual sports events are conducted and the winners in various events are awarded with certificates and other prizes.
- Sports uniform and materials are provided to the members of the hockey team and cricket team
- Sportspersons are invariably deputed to participate in events conducted elsewhere by other colleges and agencies.
- The students who stay back for sports practice are provided with refreshments.

*** Any other**

The students are also encouraged to participate in various extra –curricular activities in the following ways:

- The students are encouraged to join NSS and other campus associations. There are encouraged to participate in various extra-curricular activities too.
- Students are facilitated to participate in various seminars, debates, quiz and other cultural and literary programmes organized by the college, students' union, various clubs, associations, the departments, etc.
- Students are deputed to other colleges to participate in events that facilitate in bringing out their talents in fine arts, music, literature, quiz etc.
- Coaching by external experts is provided to the college teams participating in University level competitions at the expense of the college.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The college provides the following support to prepare its students for competitive exams:

- The Career Guidance Cell conducts seminars and lectures to enhance the employment potential of the students.
- The Placement Cell provides opportunities for campus placements by inviting reputed banks, IT firms, HR institutions etc to the campus. The students are made aware of the employment opportunities and vacancies that arise thereby via the notice board.

- The coaching for Entry into Services provides coaching classes for various competitive exams including bank tests, PSC tests etc.
- NET coaching was conducted for the post graduate students of Commerce in 2011.

The following students qualified NET/JRF in the last three years:

Department	Name of student	NET/JRF
Commerce	Ms. Mary Sruthy Melbin	JRF
	Ms. Meera Viswanathan	NET
	Ms. Ashitha	NET
	Sr. Tessy Thomas	NET
	Asna P A	NET
	Joseph Joy	JRF
	Reshma T R	NET
	Anu M B	NET
	Deepthy Pynadath	NET
Mathematics	Ms. Golda Mary Joseph	NET
	Jeema Jose	NET
	Pravas K	NET
	Tony K.B	NET
	Jinesh Joseph	NET
Chemistry	Aby Varghese	JRF
	Jijo George	JRF
	Rilla Paul	NET
	Binu S	NET
	Jayasankar	NET
	Soumya S	JRF
	Vidyalakshmi K.P.	JRF
English	Neethu S.	NET
	Merrin Jose	NET
	Veena M S	NET
	Mani Emmanuel	NET
	Roshan Treasa Paul	NET
	Merin Paul	NET
MBA	Neent Baby Manjaly	NET

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- The Counselling Centre of the college provides personal, psycho-social counselling to the

students. A Counsellor has been appointed for the purpose.

- Academic and career guidance is provided through the various orientation programmes and contact classes conducted by the Career and Placement Cell.
- Mentoring and Tutorial systems are opportunities for teachers to provide personal counseling to the students on a one-on-one basis.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Yes. To enhance the employment potential of the students the Career Guidance and Placement Cell is providing support to the students in many ways.

The Placement Cell functions in the following way:

- A teacher is appointed by the Principal to co-ordinate the activities of the Placement Cell.
- The cell conducts career guidance programmes to enlighten the students about the job market and the necessary skills for employability.
- Personality development programmes, skill development programmes and interview techniques are also provided by the cell.
- The Placement Cell Co-ordinator interacts with and invites potential employers for campus placement. Those companies which approach the institution for placement are invited after a back ground screening.
- The Co-ordinator informs the HoDs of the concerned departments with potential job seekers for the given job.
- The students are made aware of the employment opportunities and vacancies that arise in various organizations through the notice board and through the departments.
- Students are also directed to the respective institutions and firms if the recruitment is conducted outside the campus.
- Candidates selected for GD and interviews are given training and tips by the co-ordinator/ teachers of the department.
- Apart from this a Career-Expo was conducted by the department of B.Com (Travel and Tourism) on March 2013.

The following table provides various programmes conducted by the Cell year wise-

Year	**Name of programme**	**No. of students attended**
2011-12	Orientation Talk(on 12-07-2011	280
	Awareness talk on state level public sector services(23-08-2011)	250
	Orientation talk on Enrollment	320
	How to prepare a curriculum Vitae	110
	Written Test	80
	Group Discussion	120

	Interview Techniques	80
	Presentation Skills	80
	Lateral Thinking	40
	Problem Solving	50
	Training in sales & marketing	200
	Computer & Office management	120
	Exhibition on Higher education in India	800
	Career Fest	350
	Recruitment Drive	350
2012-13	Enrollment	380
	Skills development	250
	Marketing	150
	Career Guidance	600
	Interview Techniques	250
	Group Discussion& Interview	40
	C.V. Preparation	150

List of employers and the no. of students selected during the last year are listed below:

Year	Name of firm/employer	No. of students selected
2011-12	Reliance Communication Ltd	1
	Mahindra Holidays and Resorts India Ltd.	2
	Thirdware HR & Networks	3
	in HDFC Sales	3
	Star Union Dai- Ichi Life	6
	South Indian Bank	7
	Marketing& Finance in HDFC,ICICI etc	32
	In's Solution	10
	Hedge Equiter	3
2012-13	Eureka Forbes	11
	In's Solution	8
	Federal Bank	6
	South Indian Bank	9
	NGA HR	2
	HDFC	2
	ACS	10
	CARNIVAL	1
	George and Paulson	1
	South Indian Bank	3
	ACS	10
	KMM COLLEGE	1

	EXL	4
	Samsung	1
	Zeba Labs	1
	MAHINDRA	1
	Phoenix Avition Academy	1
	Edassary Mansion	1
	Tata Motors	1
	Immco	1
	Aptara	3
	Lulu	2
	V-Guard	2
	Chaavara ads	1
	Reliance General Insurance	1
	Muthoot Group	1
	Rajagiri College	1
	Bibby Ship Management	1
	RR Donelly	1
	Limax	1
	Reliance Money	1
	Deepika	3
	Prasan Solutions	1
	Hedge Equity	3
	Metcon	1
	RBG Commodities	3
	Bluemonde The Fern	1
	More Computers	1
	Jeevas Solar	1

5.1.10 Does the institution have a student grievance redressal cell? If yes list (if any) the grievances reported and redressed during the last four years.

Yes. There is a two-tier 'Grievance Redressal Cell' functioning in the college to solve the genuine complaints of students. Students can approach their tutors or class teachers with their grievances. If unresolved, the teacher will direct them to the Head of the department. In most cases, a solution is arrived at with the class teacher and the HOD having an open discussion with the student. If the grievance is still not redressed in the department, it will be taken to the next level comprising of the College Council headed by the Principal.

As part of grievance redressal two suggestion boxes are placed in the college- one in the college office and one in the library. Common grievances of the students are heard and sorted out in the

Class Monitors' meeting held twice a year in the presence of the principal and IQAC co-ordinator. The college gives immediate attention to the cases reported and ensures that they are solved.

The functions of the Cell are the following:

(i) Receive grievances from the students in writing and examine the nature of the grievances.
(ii) All the matters related to academic pursuits such as attendance, awarding internal assessment marks, submission of records, assignments, and project works to be referred to the department concerned and the remarks of the H.O.D. to be obtained.
(iii) Grievances related to infrastructural facilities such as Laboratory, Library, and other basic amenities like drinking water, sanitary provisions, etc. are immediately redressed in consultation with the Management and the Principal.
(iv) Grievances regarding man-handling, verbal abuse and such violent behavior of co-students, if any, to be directed to the 'Disciplinary Committee' and Anti-ragging Cell for appropriate action and redressal.

The major grievances redressed during the last four years include the following:

(i) Improving the toilet facility and construction of more toilets.
(ii) Improving the services of the library and the co-operation of library staff
(iii) Providing drinking water in each floor.
(iv) Providing internet facilities and common reprographic facilities in the campus.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The Anti-Sexual Harassment Cell and the Anti-ragging Cell address issues of girl students on eve-teasing, molestation, indecent behavior, etc. A group of lady teachers too check misbehaviors towards girl students, especially to rule out any chance of sexual harassment. The Women's cell of the college conducts seminars and awareness classes for both boys and girls on the issue.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, there is an Anti-ragging cell functioning in the campus to prevent ragging and similar untoward incidents and also to ensure general discipline and gentle behavior among the students. Seminars and awareness classes against ragging and legal awareness classes on the severity of such criminal offenses are conducted by the alumni under the auspicious of the Cell every year.
Two incidents of misbehavior were reported to the Principal during the last four years. Immediate

actions including suspension pending enquiry, warning to parents and written apologies were taken in each case. Criminal case was filed against one such incident.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The institution has many well organized student support systems to promote better academic performance, personality development and social consciousness and responsibility of the students. The following are the special welfare schemes for students for the promotion of academic excellence to make them fit for the society.

- **Student Aid Fund:** Financial support for the needy students towards their education are provided with the help of Government Aid and UGC fund, Harijan Welfare Department and the Poor Fund of the college.
- **Health Aid Fund:** Financial support for Medical checkup and Medical treatment for deserving students.
- **Health Cards:** Health cards are issued to the students after medical check-up.
- **Charity Auction:** The Campus ministry conducts a charity auction annually, the collection of which is given as scholarship to needy students.
- **Co-operative stores**: For the benefit of the student community, a co-operative store is functioning in the college to provide stationary items at reasonable prices.
- **Student insurance Scheme:** The college avails of the student insurance scheme instituted by the University, towards which an amount of Rs.2/- is collected from each student at the time of admission.
- **Counselling centre:** A counselling centre is functioning in the college to help the students. One faculty is in -charge of the centre. Rev. Dr. Suna, CMC a renowned professional counsellor and Prof. K.T. Jose visit the campus to provide personal counselling to the needy students.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The institution has a two-tier Alumni association. In addition to the department alumni associations, the college has a Alumni Association known as BOSA (Bharatamata Old Student Association) for the entire students who pass out from the institution. The Alumni meeting is conducted every year on 26 th January. The department alumni meet annually at their convenience. Special meetings are also convened as and when the need arises. BOSA involve in the development of the college with genuine commitment. These include-

- The Bus-Bay constructed in front of the college.
- Conduct of anti-ragging classes and legal awareness classes.
- Value education classes.
- Training in Personality development, interview techniques etc.
- Conduct of farewell meetings of teachers.
- Institution of student scholarships.
- Conduct of Painting Exhibition.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	60
PG to M.Phil.	1
PG to Ph.D.	1
Employed • Campus selection • Other than campus recruitment	 3 35

i. Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution.

Name of Programme	Year			
	2010-13	2009-12	2008-11	2007-10
BSc Mathematics	94	96.4	83.9	93
B Sc Physics	83	73.3	80.1	61.29
B Sc Voc. Physics	53	89.4	75.4	80.93
BSc Chemistry	97	83	70	52
B Sc Zoology	92.5	92	71	70
B Sc Botany	80	68	62	58
BA English	78	90	84	82
BA Voc. Malayalam	96.2	77	57	88

BA Hindi	50	32	72	100
BA Economics	70	75	89	87
B Com	98.2	95	93	92
B Com Taxation	95	98	91	89
B Com Tourism	94.8	88	65	86
Name of the PG Programme	**2011-13**	**2010-12**	**2009-11**	**2008-10**
M Sc Mathematics	Result awaited	84.6	60	75
MSc Chemistry	Result awaited	57	67	60
M Com	Result awaited	95	100	95
MBA	Result awaited	58	67.79	52.54
MSW	Result awaited	60	65	70

The following are the list of students who secured ranks during the past years:

Year	Name of student	Position	Department
2011-12	Dhanya G Naik Minju Joy	I Rank II Rank	M Sc Chemistry
2010-11	Ms Veena K V Ms Steffy Susan Ms Maria K Tommy	I Rank II Rank III Rank	B Com(Travel & Tourism)
	Ms.Jibina A.S.	II Rank	B.A. Malayalam
	Ms.Aswathy Santhosh	III Rank	B.A Hindi
2009-10	Ms. Lakshmi Balachandran	III Rank	BA Malayalam
	Ms. Laksmi Mohan Sreeja S	I Rank III Rank	BA Hindi
	Anu Mary Abraham Sreeja K S Nimiya Paul	I Rank II Rank III Rank	B Com (Travel & Tourism)
2008-09	Ms Anu A Mr. Derrick Bosco Ms Viji Vellappan	I Rank II Rank III Rank	B Com (Travel & Tourism)

	Ms. Anjana Mohan	III Rank	B.A Hindi
2007-08	Teena Sabu Amal Dev K A Niya Mary	I Rank II Rank III Rank	B Com (Travel & Tourism)
	Ms. Sreeja T.R	II Rank	B A Hindi
	Mr. Ratheesh M.S	II Rank	M Sc. Chemistry
2006-07	Ms, Anupama A	I Rank	B.A. Hindi
	Mr. Muhammed Shafi	III Rank	B.Sc. Physics (Voc)
	Ms. Dalyia Jalal	III Rank	M Sc Chemistry
	Ms .Nithya Narayanan	II Rank	B.A. Malayalam (Voc.)

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- The faculty promotes not only the academic performance of the students but also give guidance for higher education and employment.
- The institution conducts career guidance programmes for students pursuing higher education /employment.
- The institution provides UGC funded free coaching classes for entry into services. The Placement Cell functions effectively in training for job placements. Reputed companies are invited to the college for recruiting the students.
- Coaching for UGC-NET was conducted by the Commerce department.
- Career oriented programmes and talks on job prospects of outside agencies and institutes are conducted in the college.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

A good number of students are admitted from financially weaker sections of the society. The institution has a system of entrusting a teacher-in-charge/ tutors for each class to provide academic and personal mentoring and counseling to the students. Remedial Coaching is provided to the potential drop-outs. It has been noted that the reasons for drop-out /failure of a student are family problems, financial strains, psychological problems, marriages (in the case of women students), difficulty in studies, employment, etc.

The institution has been taking serious efforts to reduce the dropout rates through counselling the parents and the students. The psychological problems of the students are addressed to a large extent through counselling and by referring for treatment in case of serious need for medical

intervention. In either of the cases, parents are called in for a personal discussion with the class teacher & HOD about the ward. The students who show lack of interest in studies are given remedial coaching, special counselling and guidance to improve their level of confidence and faith.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The institution encourages students to practice and participate in various competitions in sports, games, cultural and extracurricular activities.

Sports & Games

The Physical Education Department takes the first year students to the play ground by rotation and conduct sports events to identify their sporting talents and and to create awareness among students on the need to keep fit. Based on their performance training and support are provided to them during the academic year. The institution conducts Annual sports meet and competitions in games such as basket ball, Cricket, Football, Shuttle Badminton, Table Tennis, Hockey, Chess and Caroms. The department also provides training in best physique; Power lifting, Weight lifting, Judo and Wrestling. A fitness centre also functions under the Physical Education Department.

The following prizes were won by students in sport and games in the last four academic years.

2012-13

- The College Football team won the intercollegiate Football tournament (Chinmaya Soccer Tournament) Csoc held at Maharaja's College Ernakulam from 12th to 14th December 2012.
- Anujith Kumar won third prize in the M.G. University Intercollegiate Taekwondo Championship at BPC College Piravom on 05-01-2013.
- Gouri Satheesh got III prize in the intercollegiate Judo Competition held at St. Joseph's College for Technical Education Palai.
- Akhil Kumar (Sem VI BA Malayalam) secured III prize at the M G University Intercollegiate Wrestling Championship held at St. Joseph's College for Technical Education Palai.

2011-12

- The College cricket team entered the finals in the intercollegiate cricket tournament of M G University.
- Sudesh S of Dept. of Economics became third in intercollegiate Body Building Championship.

- Vinu K. John (Semester IV B Sc. (Vocational Physics) secured III position in the M G University Intercollegiate Cycling (10 Km.) Championship held at S. D. College, Kanjirappally.
- Toby Alex (II MBA) and Akhil Kumar (Sem IV BA Malayalam) secured III prizes at the M G University Intercollegiate Wrestling Championship held at St. Joseph College for Technical Education, Palai.
- Athira S Nair, Gouri Satheesh and Revathy K Raman of I BSc Botany got III prize in the intercollegiate wrestling competition held at St. Joseph's College for Technical Education, Palai.
- Gouri Satheesh got III prize in the intercollegiate Judo Competition held at St. Joseph's College for Technical Education, Palai.

2010-11

- Vinu K. John (Semester IV B Sc. (Vocational Physics) secured III position in the M G University Intercollegiate Cycling (10 Km.) Championship held at S. D. College, Kanjirappally.
- Toby Alex (II MBA) secured III prize at the M G University Intercollegiate Wrestling Championship (85 Kg.) held at Nirmala College, Moovattupuzha.
- Akhil Kumar (Sem II BA Malayalam) won the Gold medal in shot-put in the Amateur Athletic Meet held at Maharaja's College, Ernakulam.
- Our college teams participated in the inter-collegiate championships held by the M G University in Handball, Hockey, Cricket, Cycling, Wrestling, Weight- Lifting and Best Physique competitions.

2008-09

- Robin Xavier III B.Sc. Physics, secured First position in the M.G. University Intercollegiate Body Building & Best Physique Championship held at Maharaja's College, Ernakulam for 55 Kg. Category. He became Mr. M. G. University.
- Abhishek V. Menon (III B.A. Economics) secured First Prize for 400 mtrs held at Maharajah's College, Ernakulam for the Amateur Athletic Championship. The College Relay Team came in the Third Position for the above Championship.
- Mr. Akhil Johnson B Com was winner in the 35th Kerala State Junior Snookar Championship conducted at regional Sports Centre at Kochi.

Cultural and Extracurricular activities

The college encourages extracurricular activities at various levels, namely the college Union, the departments, the department associations and the clubs. The College Union provides platform to exhibit the talents of the students through the Arts Festival and talent shows conducted. Each department has a separate cultural day to showcase the talents of their students. Interclass and interdepartmental competitions conducted under the banner of the department associations are areas where students can prove their mettle. Intercollegiate fests conducted by various departments also help in the all round development of the students. Fresher's Day and Farewell

Party are other means to bring out the hidden artistic gifts of the students. Cultural days such as Onam, Kerala Day, etc are observed with fun-filled activities, entertainment programmes and competitions. Promotion, participation and execution of all sports & games and cultural activities are ensured by chalking out a Programme Calendar for the same and incorporating it in the Academic Calendar well in advance.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Student Achievements- Non- Academic

2012-13

1. Drama- III place M G University Drama Festival
2. Oppana- III place M G University Youth Festival
3. Recitation(Mal)- A grade(Anjana Muraleedharan) M G University Youth Festival
4. Theme dance- I prize, Intercollegiate Competition
5. Ramp walk- I prize (CUSAT, FISAT), II prize (DC College of Communication, Peermede)
6. Debate- I prize, Zoo Fest, IAQua Fest, St. Albert's College.
7. Western band –I Prize, St. Xavier's College, Aluva.

2011-12

1. Inter-collegiate championship, St. Xavier's College, Alwaye (I prize in theme dance, western band, visualizing poetry, paint a theme)
2. Runner-up, *Panache,* St. Teresa's college. Ernakulam (I prize in theme dance, western band, II in visualizing poetry, histrionics)
3. Championship, Zoological Society of Kerala
4. Inter collegiate debate- Jijith, Priya Varughese, Vishnu KD, Benny Verghese
5. Intercollegiate Quiz-Vishnu K D , Benny Verghese
6. Winner, inter-collegiate Street Play Competition.
7. I prize- western band, Sacred Heart College, Thevara.
8. Vishnu, Benjamin Sebastian & team -1st Prize in intercollegiate street play conducted by St. Teresas college EKM on 20/1/12.
9. Vishnu & Jyothisha Joshy- 2nd prize in intercollegiate debate competition at St. Albert's college EKM on15/2/2012.
10. Vishnu - Best speaker in intercollegiate debate competition at St. Albert's college EKM on15/2/2012.

11. Vishnu K D [3RDZool] - Consolation prize in 'RJ freak out'programme conducted by 'Radio Mango'

In the Zoofest competitions conducted by Zoological society of Kerala at St. Teresa's college on 14/2/2012 following students emerged winners

- Group song - 2nd prize Keerthana Babu, Arya Sajeevan, Meera S, Aswini Venugopal, Shazia & Akhil Vishnu
- Power point presentation - 2nd prize Shalini Sidharthan
- Elocution (Eng) - 2nd prize - Sumayya K
- The Best Word - 1ST prize -Sumayya K.

2010-11

Sl. No.	Name &Dept	Competition	Prize
1	Benny Varghese &Ajay Rajan, Zoology	Inter collegiate quiz competition held in St.Albert's College	I
2	Ajay Rajan & Vishnu K.D, Zoology	Inter collegiate Wild Life quiz competition held in Sahodaran Ayyappan Memorial College of Education, Poothotta	II
3	Ajay Rajan & Vishnu K.D, Zoology	Inter collegiate Wild Life quiz St. Teresa's College, EKM	I
4	Ajay Rajan, Zoology	State level safety essay (English) competition National Safety Council (Kerala Chapter)	II
5	Ajay Rajan & Vishnu K.D, Zoology	Inter departmental quiz Zoology Association and ENCON club, BPCL	I
6	Vishnu K.D**,** Zoology	Zoo fest inter collegiate Malayalam Reading competitions conducted by Zoological Society of Kerala in St. Albert's College, EKM	I
7	Krishna.V.R., Zoology	Zoo fest inter collegiate English Reading competitions conducted by Zoological Society of Kerala, in St.Albert's College, EKM	II
8	Salini Siddharthan.K., Zoology	Zoo fest inter collegiate Essay Writing (English) Reading competitions conducted by Zoological Society of Kerala, in St.Albert's College, EKM	II
9	Benjamin Sebastian, Zoology	Zoo fest inter collegiate power point competitions conducted by Zoological Society of Kerala, in St.Albert's College, EKM	II
10	Gopika.V.S., Zoology	Zoo fest inter collegiate power point competitions (group) conducted by Zoological Society of Kerala, in St.Albert's College, EKM	II
11	Yadala Deepthi & Krishna.V.R. Zoology	Zoo fest inter collegiate Quiz competitions conducted by Zoological Society of Kerala, in St.Albert's College,	I

		EKM	
12	Krishna.V.R. ,Zoology	Zoo fest inter collegiate power point competitions (group) conducted by Zoological Society of Kerala, in St.Albert's College, EKM	II
13	Titu James(Bcom TTM)	Weight Lifting (State level) Fort Kochi	III
14	Mohammed Shakir E ,Physics	painting Competition BPCL Encon club	II
15	Vinu k John, Physics	district cycling championship Fort Kochi	I
16	Vinu k John, Physics	State mountain bike cycling championship Engappuzha, Kozhikode	IV
17	Vinu k John, Physics	Street play by Kerala Bible festival	I
18	Akhil M.S ,Chemistry	district level shooting Championship NCC Kerala-Lakshadweep Directorate Kozhikode	I
19	Akhil M.S ,Chemistry	Kerala State in the Mavalangar Shooting Championship Jalandhar, Punjab	
20	Titu James(Bcom TTM)	Weight Lifting (State level)Fort Kochi	II
21	Mohammed Shakir E , Physics	Painting Competition BPCL Encon club	II
22	Vinu k John, Physics	District cycling championship ,Fort Kochi	I
24	Vinu k John, Physics	State mountain bike cycling championship Engappuzha, Kozhikode	IV
25	Linda James ,Chandini.V Deepak, Aiswarya.B (IBCom),Sidharth Madathilkatt and Devika. S.Menon (III B.Com)	1)Commerce fest "ELEGANCE" conducted by Devamatha College, Kuravilangadu 2) "CRUZE" fest by Marian College, Kuttikkanam 3) EN MASSE' conducted by the Cochin College, Kochi	III

2009-10

No.	Name &Dept	Competition	Prize
1	Anoop Roy & Ajay Rajan, Zoology	Inter collegiate quiz competition held in St. Teresa's College, Ernakulam	I
2	Anoop Roy & Ajay Rajan, Zoology	Inter collegiate Wild Life quiz competition by Kerala Forest & Wild Life Department	II
3	Anoop Roy & Ajay Rajan, Zoology	Poetry writing St. Paul's college	1 I
4	Vishnu K D, Zoology	Painting by Nature club of St. Paul's College, Kalamasserry.	III
5	Sarika S Pillai, Zoology	Essay writing by Nature club of St. Paul's College, Kalamasserry	III
6	Zoology Dept	Retention of ever rolling trophy for the best 'Zoology Association of MG University', instituted by Zoological Society of Kerala, earmarks the role of excellence of Zoology Association & FOF	I
7	Vishnu K D, Zoology	Inter collegiate poster painting competition held in St. Teresa's College, Ernakulam	II

8	Amal John Josy Zoology	Inter collegiate Reading Competition held in St. Teresa's College, Ernakulam	I
9	Akhil M.S, Chemistry	district level shooting Championship held at Kozhikkode, conducted by NCC Kerala- Lakshadweep Directorate	II
10	Akhil M.S, Chemistry	Kerala State in the Mavalangar Shooting Championship held at Jalandhar, Punjab	Represented

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- The departments collect feedbacks from students, alumni, parents, peers and the local community.
- Feedbacks are also collected from outgoing students and from employers.
- An exit survey is conducted among the out-going students on the curriculum and the various aspects of the institution.
- Based on the suggestions in the above feedbacks improvements are made in the college.
- The college administrative machinery such as the Governing Body and the College Council closely monitor and follow-up the performance of the institutional provisions.
- The IQAC meet regularly to assess and suggest improvements in quality enhancement.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

Students are encouraged to contribute articles to the College Magazine and to the department Manuscript magazines. Most of the departments publish wall magazines on current topics of their interest which are assigned to the different batches by rotation. Prizes are given to the best title chosen for the magazine and for the best cover page.

The following are the publications brought out by the students:

- Annual Students' magazine published under the leadership of the Student Union of the college.
- Manuscript magazines published annually by the departments.
- News paper published by the Malayalam department.
- Wall magazines published periodically by many department associations.
- Class bulletin boards.
- Poster exhibition and competition by Hindi and MBA departments.
- Chart exhibition by English department.
- Picture and chart exhibitions by Zoology department.

- Photography Camp and Art Camp conducted by the MBA department.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college has a 'College Union' elected by the student community on parliamentary basis as per the directives of the State Government, University, and the High court of Kerala.

The Principal appoints a Returning Officer from the teachers after the election dates are announced by the university. The Returning officer publishes the Electoral Roll and issues the notices regarding the dates of nomination, withdrawal and election. The whole college machinery is involved in the election processes of filing of nominations, voting, sorting, counting of votes and the declaration of the results.

Two representatives, one male and another female, are elected from each class by secret ballot. These elected class representatives form the electoral college from which the executive body of the Student Council is elected through secret ballot. There are two- lady representatives in addition to a vice-chairman, which is also reserved to women candidates. A Sports Captain and an SC/ST representative are nominated by the executive committee.

The Student Union organizes general programmes like the College Arts festival, cultural activities, film fests public meetings, etc. The Student Union takes part in all the developmental and co-curricular activities of the college including the annual charity auction. The students who are selected to participate in the university competitions are trained, helped and accompanied under the leadership of the Union. The college publishes an annual student magazine also on behalf of the Student Union.

In addition to the fund allotted by the university from the fees collected from students for the activities of the college union and the publication of the college magazine, a separate fund is kept aside by the college to aid the Student Union activities. The fund is raised from the subscriptions made by the students, contribution from the Management, allocation from PTA fund, etc.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Department Associations

The executive body of the department association is chosen from the students of each department

consisting of an Association president, vice-president, secretary, treasurer, editor for manuscript magazine and representatives from each class. The Association plans, executes and collect funds for all the activities of the academic year under the guidance of a teacher-in-charge. They also represent the students of the department to co-ordinate student participation in Arts festivals, air their complaints / grievances and offer suggestions and feedbacks to the HOD or the teachers of the department.

NSS

The office of the NSS consists of two student secretary and 200 student volunteers who are guided by two teacher co-ordinators. They assist the programme officers in enhancing the quality of NSS programmes in the College and help to promote a sense of participation among the members of staff, public and students for community work.

NCC

The NCC has two battalions; one of the boys and the other of the girls with one S/o & two U/o and 87 cadets.

Sports and games Advisory Committee

The Sports Captain nominated by the Student's Union assist the Physical Education Director in conducting all intramural and sports competitions. All the departments are divided into different Houses with a Captain for each House.

College Students' Union

The Student's Union entirely comprise of student representatives guided by Staff Advisors. They conduct all the cultural activities of the college and represent the grievances of the students before the Principal and the Management. They also assist the Principal in maintaining peaceful academic life in the campus.

College Magazine Editorial Board

A student editor elected by the students is in charge of the publication of the college magazine with a staff editor and student representatives in the editorial board.

Clubs

All the clubs have student representatives as secretaries.

Anti-ragging Cell

There is a student representative in the cell.

IQAC

The IQAC has a student representative.

Library Committee

Five students are chosen as the representatives of the committee.

Women's Cell

The lady representatives and the vice- chairman of the college union are the leaders of the Women's Cell.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

- Every year the alumni meeting of the institution BOSA is conducted on 26 th January.
- In addition to this each department conducts departmental alumni meetings of different batches in various locations.
- The alumni are the strong hold of the farewell meetings of the faculty.
- The alumni has instituted several scholarships for the students.
- The alumni sponsored a bus bay at the entrance of the college.
- The alumni give orientation to the students in legal awareness, anti-ragging, interview techniques, etc
- The FORT- the Forum Of Retired Teachers- also conducts meetings occasionally.
- The retired teachers visit the college and interact with the teachers as well as the students regularly.
- The staff tours are always conducted with their participation and wholehearted cooperation.
- The Manager, Principal and teachers interact with them, and discuss the progress of the college and welcome their support and assistance for future development of the college.
- Recently a UAE Chapter of BOSA was formed on 4th November 2012. The new chapter has decided to participate in the community development of the college including providing financial assistance to needy students.
- Some of the retired teachers serve as guest faculty and as resource persons in the college.
- The garden in front of the college has been set up by one of the retired Principals of the college.

Any other relevant information regarding Student Support and Progression which the college would like to include.

The NAAC peer team had suggested improving the transport facility for the rural students.

- Based on the request and representation from the college to the Transport Commissioner and the RDO the transport facility has been improved by the Government. At present buses ply every 15 minutes through the college road to various destinations which help students better access to the college.
- The problem of students' concession on KSRTC was taken up by the college and at present all the students are enjoying the concession facility.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The college was started with the aim to cater to the higher education aspirations of the socially, educationally, and economically marginalized people of the rural population and women in particular of the Thrikkakara Panchayat and neighbouring areas who belonging to different minority and majority communities. It offers an ideal vision of education that is aware of, and responsive to the challenges of an emerging India in a globalised world. The Christian ideal of love and service is integrated with service to the motherland in the college motto- *For God and Country.* True to its motto, Bharata Mata College aims at the all round formation of its students by instilling in them the basic human values and shaping them into responsible citizens of the country.

The Vision- The College envisions itself as a centre of excellence by providing its students a comprehensive education with special emphasis on responsible citizenship, secular outlook, moral values and abiding faith in God expressed in active concern for others.

The Mission- The College strives to become a seminal centre for the promotion of the all round development of the students of the region, especially the women students who are socially marginalised and those from a rural background who are economically disadvantaged.

Bharata Mata College keeps its portals open to students of all caste and creed, as envisaged in its lofty vision. A supportive management committed to their vocation, a community of professionally competent and dedicated teachers, a team of hard-working non- teaching staff just and humane in

dealings and a bunch of spirited students with an unrelenting thirst for knowledge and an empathetic commitment to the service of fellow beings lead the college further into the ideals envisaged in its mission and vision as well as to greater potentials for excellence. Over the past years, the college has made considerable progress in achieving the goals and objectives of its founders and in bringing about a positive difference in the socio-economic status of the locality.

Around seventy percent of the students of the college come from a rural background and an average seventy five percent of the students come from the economically weaker sections of the society. Over sixty five percent of the students of the college are girls. By catering to the academic and non-academic needs of these varied groups who form the student majority, the college not only addresses the needs of the students and the society of which they are a part, but also upholds the traditions and values of the institution which stands to serve *God and Country*, true to its motto.

The college is committed to provide comprehensive education which opens up the best possible opportunities to the students it serves through the following activities:

- Providing and maintaining a cordial ambience for learning.
- Offering cultural and morally valuable education along with academic learning for the overall development of the students.
- Providing exposure to career development and placement opportunities.
- Initiating the use of information and communication technology for the academic progress to cope up with modern technological progress.
- Updating infrastructural facilities and amenities to meet the academic and administrative requirements of the students.
- Modernizing library and computer laboratories to make them more user friendly.
- Organizing seminars and various value orientation programmes to create moral and social responsibility, responsible citizenship, gender and social equity and secular outlook among students.
- Empowering women students through the women's Cell and creating awareness among boys on gender equity etc.
- Creating a totally secular atmosphere in the college and promoting religious tolerance through community observance of all major national festivals
- Encouraging students to engage in giving back to the community through outreach and extension activities, social work, visiting orphanages, sharing meals through 'patheyam ' scheme etc.
- Starting new generation courses as and when the demand arises so that the aspiring youth of the locality get ample opportunities to become professionally competent .

The Vision for future- The future vision of the college is to prepare its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self-reliance, leadership, co-operation, expression of cultural talents and social service.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The management which forms the Governing Body of the institution is the policy making apex forum of the college .They meet regularly to plan ahead quality improvement strategies for the college. The plan of action reached at the apex body for the efficient and successful functioning of the institution are implemented through the resident Manager, Principal and other stakeholders of the institution.

The Principal conveys the quality policy of the Governing Body to the College Council comprising of the heads of the department, teacher representatives and the Librarian. He serves as the facilitator who executes the policies of the college with the assistance of the college community. The faculty, on their part, and through their service in the college implement them for the benefit of the students.

6.1.3 What is the involvement of the leadership in ensuring-

- **The policy statements and action plans for fulfillment of the stated mission:**
  The Governing Body holds periodic meetings with the Manager and the Principal to keep track of the implementation of the action plans of the stated mission of the institution and to fulfill its policy statements. Positive action was taken in the college in the following aspects with the involvement and supports of the top leadership to ensure the above:
  - Annual Cardinal Parecattil Commemorative lectures on topics of current and contemporary relevance.
  - Financial assistance and infrastructural support to the departments to conduct seminars and workshops.
  - Financial support to conduct add-on courses.
  - Conduct of faculty development programmes.
  - Orientation programmes for the newly recruited teachers.
  - Orientation and personality development programmes to new students.
  - Improvement of sports facilities.
  - Classrooms with LCD projectors.
  - Technologically upgraded library and internet facility.

- Rest rooms for women and girl students and toilet with incinerator.
- Recruitment of faculty made without donation to ensure quality.
- Starting of new generation programmes in the self-financing sector.

- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan :**
  - The Manager meets with the Principal on a daily basis for feedback and for strategic planning.
  - The Principal presents the action plan of the management before the college Council where it is opened for discussion and for practical strategies of implementation.
  - The Council recommends committees and the Principal entrusts the responsibilities of putting the plans into action to teacher co-coordinators.
- **Interaction with stakeholders**
  - The management and the Principal keep close contact on a personal level with all the stakeholders of the institution and ensure their involvement in the affairs of the college. A well-organized PTA, a strong Alumni Association and a close-knit forum of retired teachers are functioning in the college and contribute in their own capacities to the development of the college.
  - The college has a two-tier alumni system, the alumni associations of the departments and the alumni association consisting of the entire old students, named BOSA (Bharata Mata Old Students Association). All department alumni meet either together or batch-wise and interact with the present and retired teachers. Several alumni members take initiatives in conducting orientation programmes, legal awareness classes, personality development classes, classes for job aspirants, exhibitions for their respective departments etc. BOSA which meets annually also contributes to the development of the college.
  - Seventy five students from the first batch of the college and the first batch of teachers were honoured by the college during the Centenary celebrations of the Founder-Patron.
  - PTA general body meetings conducted annually and executive meetings held periodically are forums where the management and the college community interact openly with the parents.
  - The Forum of Retired Teachers (FORT) of the college is a very vibrant and active stakeholder of the college. FORT contributes to the welfare of the college by giving guest lectures, sponsoring programmes, providing consultancy etc. FORT members actively co-operate in the staff tours, farewell meetings, departmental and institutional seminars conducted in the college etc. The FORT, one of the

stakeholders of the college, has taken the initiative to construct the next house under the "Home for the Hapless" scheme as part of giving back to the community.

- **Proper support for policy and planning through need analysis ,research inputs and consultations with the stakeholders**
  - The management consults the stake holders for proper policy and planning through need analysis and implement them priority based on the suggestions made by the departments and the College Council regarding the needs of the students and the staff.
  - The Management also provides whole hearted support to all research orientated inputs of the faculty. The management encourages teachers for research by giving incentives such as cash awards to teachers who publish research articles in International/ National journals, mementos to teachers who secure PhD etc. Providing life skills and communication skills, conducting personality development and enrichment programmes and value education classes, creating job opportunities and job placements, the three research centres, providing infrastructural facilities to the three research centres, constituting a Research Committee, providing financial aid for student development programmes etc are part of this.
- **Reinforcing the culture of excellence**
  - The management encourages the faculty to pursue research and to do projects and permits sabbatical leave for teachers undergoing research.
  - University rank holders and college toppers are given due recognition in public functions through awards and scholarships.
  - International & National seminars are conducted for exposure to the best and the latest in the field for the students and staff.
  - Advanced learners are promoted to excel in their areas.
- **Champion organizational change**
  - The post of bursar was raised to that of the Director of the college. Another organizational change which brought positive changes in the college was the appointment of a resident manager in the college.
  - The present principal was appointed as vice Principal prior to his appointment as Principal so as to provide a closer understanding with the administrative affairs of the college.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- As the Head of the Educational Institution (HEI) the Principal monitors and supervises the policies and plans of the institution and controls their functioning.
- The Principal oversees the implementation of the policies & plans by the departments, offices administration and other support systems.
- The decisions taken by the College council including the action plan chalked out for the academic year are approved and implemented effectively with the assistance of the Heads of the Departments and through committees formed for the purpose.
- As the head of all the committees of the college the Principal executes and co-ordinates the day to day running of the college through various committees and co-ordinators.
- The teachers of the concerned departments discuss the policies and plans in the department meetings and assist the head of the department in performing the duties assigned to each department.
- The IQAC evaluate the quality matters and suggest improvements.
- The UGC coordinator allocates funds for quality improvement on need basis and monitors its utilization.
- The Manager and the Principal monitor the implementation of the action plan during the department visits and suggest improvements from time to time.
- The College Council which meets regularly & the Governing Body which meets periodically evaluate the implementation of the policies and plans. Changes and improvements are suggested, wherever necessary.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- The Patron of the college occasionally interacts with the community. The new Patron held an interface with the staff after his investiture and also attended two major events conducted in the college during the academic year.
- The Co-Patron of the college visits the college occasionally and keeps track of the quality improvement programmes envisaged. He gives motivational talks in his interaction with the college community. The manager and the Principal brief him periodically on the various activities conducted. The Co-Patron and the top management had a productive interaction with the IQAC core team on quality improvement.
- The Governing Body of the college discusses and approves the strategic plans for development periodically.
- The resident Manager leads the college community in the short term and long term academic progress of the college in regular consultation with the Principal and through personal monitoring and intervention and including checking the Monitor's Diary, Weekly Work Statement and Self- Appraisal of the faculty.

The top management has a potential map for each faculty and is able to rightly identify their individual strengths, areas of interest and leadership quality and accordingly assign them with

responsibilities. The management encourages and appreciates the involvement and dedication of the staff for the development of the institution and the society by providing the following support:

- Granting of leave to avail FIP to conduct research
- Duty leave to attend seminars, workshops and conferences and present papers.
- Infrastructural facilities including labs for the research centres.
- Financial and infrastructural support to departments to conduct seminars/ workshops.
- INFLIBNET and internet facility for research.

6.1.6 How does the college groom leadership at various levels?

- The Management appoints the Principal from among the teachers. The present Principal was appointed as vice-Principal the year preceding his tenure so as to get a hands-on experience of the administration of the college.
- The teaching staff elects a representative from the staff to the Governing Body. The Non-teaching staff is represented in the governing body.
- The College Council is formed from the HODs and three staff representatives nominated yearly.
- The senior most teacher from each department is nominated as the department head.
- Teacher co-ordinators are nominated by the Principal to take charge of the academic and non-academic activities of the college.
- The College Union has two staff advisors, three Arts advisors and a staff editor.
- All the clubs and student oriented support services have staff co-ordinators and student executive members as leaders.
- The office administration is headed by a superintendent appointed by seniority.
- The College Council, Library Committee and all other bodies have teachers, the office supdt. and the librarian as representatives.
- The college election is conducted by each department by rotation with the HOD as the Returning Officer.
- The Student Union of the college which is a proper ground to groom future leaders has eight elected and two nominated student representatives.
- The department associations are constituted with student representation and the activities are planned and executed entirely by the students supported by a teacher-in-charge with the sole aim of promoting leadership qualities and team spirit of the students.
- All student support organizations including NSS, NCC, the Women's Cell and the Sports Committee have students as secretaries and executive members.
- The NSS and the NCC conduct residential camps to groom leadership quality of the students.
- The AICUF and the Jesus Youth under the Campus Ministry organize leadership training programmes.

- The activities of the Women's cell include leadership grooming programmes.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The administration is decentralized to enhance the quality of education. The Management runs and manages the college in consultation with the Principal who is the head of the institution.

The governance of the college is conducted through decentralization and operational autonomy achieved by delegating authority in the following hierarchy:

- The Governing body
- The Manager and Director
- The Assistant Director
- The Principal
- The College Council
- The head of the department
- The faculty
- The office superintendent/ Librarian
- Head Accountant
- UD Clerk
- LD Clerks
- Typist
- Technicians
- Lab assistants
- Attendants/ peons
- Gardener/ sweepers.

The Principal is the head of the academic structure and internal administration of the college. The curricular, co-curricular, and extra-curricular activities, admission of students, conduct of University examinations and various other functions are discharged by the Principal to the faculty members in consultation with the Management and by ensuring the co-operation of all the members of the teaching and non-teaching staff. He is the convenor of the college council which prepares the academic plan of the institution.

Authority is delegated to the heads of the departments for decentralizing governance. The heads of the departments are vested with the powers and responsibilities for running the respective department.

The departments work under the leadership and guidance of the concerned head of the department according to a Department Action Plan and Course Plan which ensures operational autonomy and space for development to each department. The management allots a fund to each department to conduct its activities.

A teacher in- charge is delegated with the academic and non-academic governance of each class. A class leader elected by the students is delegated with the responsibilities of the class by the concerned teacher in- charge.

Assignment of work and supervision of administrative staff is done by the office superintendent under the guidance of the Principal.

The college union is the student body assigned with the responsibility of organizing various co-curricular and extra-curricular programmes in consultation with the staff advisors.

The various associations, forums and clubs in which almost all the members of the faculty are delegated with responsibility and the students who are actively involved in such co-curricular and extension activities operate with autonomy and work with decentralized goverance. The Librarian, Physical Education Teacher, NSS Programme officer, NCC officer etc. are delegated with powers for better and effective service to the students.

Apart from the above, the functioning of various committees such as the IQAC, the Library Advisory Committee, the Discipline Committee, the Anti- Ragging Committee, the Research Committee, the UGC Committee, the Campus Ministry etc is evidence of the system of team work and division of responsibility prevailing in the college for an efficient work output both in the administrative and academic spheres with decentralized governance system.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes. The institution promotes a culture of participative management system which is evident right from the top management level. The management consults with the Principal on all matters related with the quality improvement of the college and provides ample freedom to the Principal and the other working partners of the institution through decentralization. The Principal as the head of the institution undertakes the academic and administrative management of the college. The College Council, the HODs, the teaching and the non-teaching staff, the college office, the IQAC, the co-ordinators of various support services and forums and the committees participate with the Principal in

managing the day-to-day academic and cultural affairs of the college and in maintaining discipline in the institution.

The involvement and leadership of teachers in the Governing Body, IQAC, College Council, Student support services, Clubs, Extension and outreach programmes are different levels of participative management. The curricular, co-curricular, and extra-curricular activities, admission of students, conduct of internal assessment University examinations and various other functions are discharged by the Principal through selected faculty members in consultation with the Management and by ensuring the co-operation of all the members of teaching and non-teaching staff, thereby promoting a culture of participative management.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The quality policy of the institution had been incorporated into the vision and mission of the college by the Founding fathers at the time of its inception, namely to become a centre of excellence for the economically and socially disadvantaged students of the region by imparting comprehensive education and moral values embedded in service to fellow beings and to the country. The institution prepares its students for fulfilling careers by enabling them to realize their full potential and by inculcating in them the spirit of intellectual enquiry, independent thinking, self reliance, leadership, co-operation, expression of cultural talents and social service.

The quality policies of the college are developed and deployed by the institution in the following ways:

- The institution promotes co-curricular and extra-curricular activities of the students for the expression of cultural talents and social service.
- ICT enabled innovative techniques in relation to the curricula are adopted to impart comprehensive learning experience to the students.
- Girl students are empowered and motivated through the Women's Cell activities for building self reliance, leadership and cultural talents.
- Lectures and workshops on personality development, debates, discussions, quiz competitions on various topics etc. are organized for the self – development of the students.
- The NCC and NSS units and the Campus Ministry organize blood donation camps, visits to old age homes, hospitals, etc to encourage social responsibility among the students.
- Value education classes, charity auction, sharing of noon meals to the destitute, constructing houses for the needy etc build a sense of service in the students

- The Career Counselling and Placement cell provide openings for the students to enter fulfilling careers.
- Infrastructural facilities are improved from time to time as part of quality policy.
- New Generation Programmes, professional programmes, research centres, off-campus centre, IGNOU centre, ASAP etc have been started to make the institution a centre of excellence.
- The top management periodically reviews the execution and deployment of the stated quality policy of the college with the Principal, the IQAC co-ordinator and others involved in strategy development.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes, the management has a perspective plan for development. The top management plans the future institutional development and growth on the basis of the stated quality policy of the college, the suggestions given by academic advisors and the feedback collected from the stakeholders. The following aspects are considered for inclusion in the plan:

- To start new programmes of global relevance and career oriented courses and add-on courses to impart comprehensive education.
- To upgrade existing undergraduate programmes for vertical mobility.
- To start coaching centre for competitive exams to raise the college as a centre with potential for excellence.
- To improve sports facilities for holistic development of students.
- To avail the National Knowledge Network connectivity for widening horizons.
- To start IGNOU centre to create a global educational institution.
- To make the institution tech- savvy with ICT enabled Smart class rooms and e-learning facility.
- To implement rain water harvesting for conserving energy.
- To conduct green audit for creating environment consciousness.

Based on the above aspects the perspective plan for development has been envisaged as follows:

- Facilities to upgrade UG departments to PG and to Research Centres in future
- Upgrading of Science Labs
- PG Block
- Toilet facility in the top floor
- Renovation of girls' rest rooms
- Convention Center
- Zoology Museum
- ICT enabled facility in all class rooms
- Separate Computer labs for Botany, Zoology and Malayalam Departments

- Expansion of Media Lab
- Coaching center for Civil Service Examinations
- Windmill
- Additional Solar Panels
- Vermi-compost Units
- Separate cubicles for Student Support activities
- 20x12x7 Indoor shuttle badminton court
- Additional Basket ball court with modern facilities
- Fencing and planting of shady trees around the playground
- Cricket pitch
- Swimming pool
- Additional wrestling & Judo mats
- Examination Hall
- Total Water harvesting in the campus
- An Orchard of variety of fruit trees

6.2.3 Describe the internal organizational structure and decision making processes.

College Council

The College Council is the internal apex body of the college consisting of the heads of the departments, three elected representatives from the teachers, and the Librarian. The Principal of the college is the Chairman and Convenor of the College Council. Various policy decisions with regard to academic matters, curricular, co-curricular and extra-curricular activities, welfare measures for students' progress, the examinations schedule, academic calendar and conduct of the s functions of the college are made by the Principal in consultation with the college council.

IQAC

The committed and foresighted management adopts various quality management strategies in the academic and administrative sector prioritizing quality and societal needs in the process of providing higher education to the students. An IQAC was formed as per the guidelines of NAAC to implement annual planning, to monitor quality improvement and to suggest corrective measures. IQAC is the brain of the institution ensuring quality assurance to its stake holders. After many brain storming sessions, every year the IQAC chalk out an action plan for overall quality enhancement of the college which are implemented by the Principal, in consultation with the Manager, College Council & the staff. The IQAC work as an internal nodal agency to evaluate, promote and consolidate all the activities of the college. A representative of the Manager, the Principal, a teacher representing each

department, the Librarian, Office Superintendent, members from local bodies, an alumni representative and a student representative constitute the IQAC.

The Departments

Under the leadership of the HOD the department as a team takes charge of the academic and non-academic processes of the department. The autonomy of the organizational structure of the institution accords freedom to the department in all decision making processes concerning the department within the frame work of the larger management structure.

The academic and non-academic process of the institution is carried out with the able assistance of the office administration.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

- **Teaching & Learning:**

The suggestions and recommendations from the members of the faculty, College Council, IQAC, Governing Body and PTA related to teaching and learning are given priority by the management and the Principal to enhance the quality in teaching and learning. Feedback from stakeholders related to teaching and learning is also considered .The following quality improvement strategies were adopted during the past four years:

- Internal assessment and model exams
- Question bank
- Teacher's Diary
- Monitor's Diary
- Weekly Workload Statement
- New Add-on Courses
- INFIBNET and e-journals
- D-Space digitalized library
- Remedial & Advanced Caching
- Tutorial system
- Feedback on course and curriculum
- Exit survey on curriculum
- Courses to improve Communication Skills
- Academic Audit
- Evaluation of Feedback
- Academic calendar and department academic calendar
- Semester-wise course plan of the department and of faculty
- Purchase of equipments for ICT enabled teaching and Power Point Presentation

- Personality development and Skill development Programmes
- Conduct of international/ national/regional/intercollegiate seminars and workshops on topics of academic relevance

- **Research & Development:**

- There is a Research Committee functioning in the College to facilitate, motivate, encourage and monitor research activities. The committee motivates and guides the staff to undertake Major and minor research project, organize/participate in workshop/conference/seminar. Suggestions and recommendations of the Research committee and the IQAC regarding research and development are implemented by the management and the Principal. The e-journals subscribed by the college is based on the recommendation of the committee.
- The Management encourages the faculty to take up research and gives them permission to go on leave to avail FIP for conducting research. Two teachers were awarded PhD during the year; one teacher is on deputation under FIP; six teachers are pursuing research.
- Financial aid and infrastructural facilities are provided to conduct academic seminars and workshops in the college.
- All infrastructural facilities are provided in the research centres of the PG departments of Chemistry, Mathematics and Commerce including a research lab in Chemistry. A faculty of the department of Chemistry has been awarded PDF by the UGC and the teacher and her team are conducting their research work in the college research lab.

- **Community engagement :**

- The college shares its infrastructural facilities for the benefit of the local community. The local community uses the college play grounds, auditorium and other infrastructural facilities for conducting meetings, competitions and social get-togethers.
- The community needs are identified through interaction and personal contact with local bodies, from the local representative of the IQAC and by conducting surveys by the students of the Social Works Department and the NSS.
- The Cardinal Parecattil Commemorative Lectures conducted annually on current topics of national / international relevance is a tribute paid by the community to its founder-patron which is open to the public.
- The college is a Training Partner Institution (TPI) of Additional Skills Acquisition Programme (ASAP) of the State Government which imparts training to selected students of various colleges as Skill Development Executives who in turn train the High School students of the region in communication skills.
- The plot of the PWD department of the Government of Kerala lying idle in front of the college has been adopted by the institution as a beautiful garden.
- The department of Zoology conducts the Rev. Jacob Kariatty Memorial Intercollegiate debate and inter-school quiz annually to expose the youth to current environmental and ecological issues.
- Soil and water testing services are offered to the community by the department of Chemistry.

- The department of English conducted a Certificate course in basic spoken English for the Kudumbasree women of the local community.
- The department of Economics provided a basic awareness in computer for the women of the locality.
- The students and staff provide weekly lunch packets to the destitute on the streets through the Padheyam scheme. Students also visit destitute homes in the neighbourhood to spend the major festivals with the inmates.
- The MSW and MBA departments conducted free Eye camps and Dental camp for the local people.
- The teachers and students of the departments of Physics, Mathematics and English provide free coaching to the government school students of the locality.
- The students under the leadership of the departments of MSW, Zoology and the NSS conduct rallies to observe important days and to create awareness among the local community. Memory Walk on Alzheimer's Day, rallies and street plays on Ozone Day, Human Right's Day, AIDS Day, World Population Day and Environment Day, Chart & Poster exhibition on World Forest Day and World Water Day are some of them.
- On World Food Day students and staff representatives of NSS distributed rice bags and essential provisions to (i) Home of Faith (House of differently abled children) (ii) Karunalayam (House of Homless senior Citizens) (iii) Snehalayam (House for Children of Prisoners).
- Departments of Commerce, Travel and Tourism, English, Malayalam, MBA and MSW conduct inter-collegiate fests and competitions.
- The NSS unit supplied Public Address and Music Systems to the Juvenille Home, Kakkanad.
- The NSS unit of the college and the Social Works department repairs and construct roads in villages which lack proper approach facility.
- The NSS and NCC units of the college have Blood Donors' Club which regularly donates blood to IMA and other needy patients in hospitals.
- The college community provides financial aid to construct houses for needy persons annually. The NSS students volunteer with manual labour in the construction.
- The college gifted the local community with two bus bays in the college bus stop.
- The department of Travel and Tourism B Com distributed a Driver's manual in five languages on Kochi to the taxi drivers of the locality.
- The City Traffic Police of Kochi in collaboration with the college drama club is conducting street plays at different parts of the district to create traffic awareness among the public.
- A faculty of the Commerce department is actively engaged in rehabilitating prisoners and the socially ostracized children of prisoners.
- The students of the departments of Malayalam, Mathematics etc regularly make documentaries on youth issues of current significance to create public awareness.
- The departments of Zoology, Malayalam, Hindi and English have conducted Picture/ Photo/Poster/ Chart Exhibitions respectively on topics of general and public interest.
- Two welfare associations function in the college separately for the teachers and the non-teaching staff which provide dividends, loan facilities etc

- The department of Malayalam has started an online channel- *Channel-BMC* which provides academic support as well as entertainment to all lovers of the language.

- **Human resource management:**

- The teaching faculty and the other staff are recruited on meritorious grounds as per the norms stipulated by the UGC, Government of Kerala and the Mahatma Gandhi University.
- The college motivates the staff to attend Faculty Development Programmes as well as conducts FDP in the college to enhance their professional competence. The resources of academically competent and talented teachers are made use of as resource persons and consultants to International /National/Regional seminars, Local bodies, neighbouring firms and institutions, Media etc.
- The skills of the staff and the students are identified by the top management by monitoring and through feedbacks collected and channelized accordingly. They are made co-ordinators of the various academic and non-academic activities to aid the quality improvement of the institution. Teachers and the office staff with numerical/computer skills are given key positions as coordinators of admissions, internal assessments, IT, UGC fund allocation, internal audit, attendance etc. Those with organising capabilities are nominated as coordinators of orientation programmes, seminars, cultural programmes, association activities, placements, student support activities etc. The creative-minded lead the college arts and club activities, extra-curricular activities, the college magazine, manuscript and wall magazines etc. The empathetic and the spiritually-oriented provide counselling and spiritual guidance to the students as tutors and through the Campus ministry.
- The resources of the departments are managed effectively by the concerned department heads through decentralization by allocating teachers with the charges of the different batches, the department association, manuscript magazine, alumni association, extension activities, add-on courses, tutorial, mentoring and filing and documentation.
- The teachers- in-charge identify the different skills of their wards and utilize those resources for quality enhancement of the department and that of the institution. Those students with leadership qualities are elected as monitors and office bearers of the Association. The artistically inclined and the creatively talented are given the responsibility of the manuscript/ wall magazines / newspapers as well as the cultural activities of the department. The tech-savvy students are in charge of the ICT tools of the department and their maintenance. Their resources are called in for computing and documentation.

- **Industry interaction :**

- The department of Chemistry has established tie-up with the Spices Board, CUSAT, Care Keralam etc in doing the student projects of MSc Pharmaceutical Chemistry and major projects of the faculty.
- The MBA department makes industrial visits to firms like Foam Mattings, Alappuzha, Palm Fibre, Alappuzha, KFRI, Peechi, KSE Ltd, Irinjalakkuda, Start Up Village, Kochi etc.

- The MSW department has academic and social service interaction with major institutions in the field like NIMHANS, TRADA, Swanthana, Little Flower Hospital, Angamaly etc.
- Many leading institutions in the industry regularly conduct campus recruitment and placement of the students of the college.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal who is the Head of the Institution ensures that adequate information is available to the top management for reviewing the activities of the institution by making available the following:

- Personal interface on a daily basis and intervention on need.
- Weekly Workload Statements of the departments.
- Monitor's Diary.
- Teacher's Diary.
- Self Appraisal of teachers.
- Report of Student Appraisals on teachers, courses and college.
- Report of Exit Survey.
- Evaluation reports of the departments.
- Internal Academic Audit.
- Personal meetings with the department heads/ office superintendant/ staff representatives, etc.
- Report of Feedback
- PTA meetings.
- Alumni association meetings.
- Personal contacts with members of the local community.

The Principal keeps the Manager updated with the activities of the college after collecting personal feedback from the staff members, the office superintendent, the HODs and the College Council. The periodic staff meetings, both of the teaching staff and the non-teaching staff also serve as a platform for obtaining necessary feedback. Apart from this the Manager collects feedback from Governing Body members, and IQAC members to review the activities of the institution. The personal intervention and review of the activities are made easy and more accessible as well as accountable since the institution has a resident Manager who is available in the campus 24 x 7. The other stakeholders of the institution namely, the parents, the alumni, the retired teachers and the local community are updated with the activities of the college through regular meetings held by the executive and the general body of the PTA and the open houses, the department alumni and the

college alumni associations, the forum of retired teachers, the IQAC meetings where the local community is represented and the feedbacks obtained from all the above stakeholders.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The democratic functioning and transparency of the Management has helped the institution to ensure the co-operation and good will of all concerned in the day-to-day working of the college. The Management encourages and supports the involvement of the staff for the institutional processes and for enhancing corporate life in the following ways:

- Highlighting the academic and personal achievements of the staff and appreciating their contributions in the staff meeting.
- Encouraging the staff to involve in the institutional processes by assigning them with various responsibilities such as HOD /coordinators of Cells/Clubs/ student support activities seminars, workshops etc and activities like College Day, Sports Day, days of national importance etc.
- Allowing duty leave to the staff to involve in, to attend and to conduct quality improvement programmes on duty leave.
- Providing financial assistance to coordinate FDP and other quality enhancement programmes.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The resolutions made by the top management in the last year were the following:

- Appointment of teachers in the existing vacancies
- Preparation of Re- Accreditation Report (RAR)
- Starting new programmes of current relevance
- Proposal for new PG programmes
- Enhancement of academic and infrastructural facilities including A/V room
- Encouraging teachers to take up research projects in continuum with student projects as suggested by NAAC peer team
- Improving facilities for girl students especially by providing incinerator near toilets and toilet facility on the top floor.
- Strengthen Sports and Physical Education facilities as suggested by NAAC.
- Facelift to the campus
- Display of the college motto and other important information

- Construction of Students' Centre
- Conduct Academic Audit
- Constitution of an Academic and Result Review Committees and Research committee
- Conduct of Green Audit of the campus
- Rain water harvesting and conservation
- Biological waste disposal
- E- waste management
- Solar Energy conservation

The status of implementation of the above resolutions is as follows:

- Fifteen new teachers have been appointed on substantial vacancies
- The LOI has been submitted to NAAC.
- Three new UG Programmes (B Com, B Com Computer, BBA) have been started. Proposal for two more UG programmes has been sent.
- Proposal for sanction for M.A. in English Literature has been sent to the university.
- Computers, laptops, LCD projector, digital cameras etc. have been purchased.
- At least one class room of each department has been converted with mounted LCD projectors.
- A hall in the library has been equipped with A/ V facility.
- Ten teachers have sent proposals for minor projects of which a few are in continuum with student projects. Three teachers are pursuing minor projects and one major project. Two projects have been accorded sanction by the UGC.
- Toilet facilities have been improved all around. An incinerator has been set up near the girls' rest rooms.
- Greening of the campus continues. A beautiful garden has been set up in front of the college with the help of one of the retired faculty.
- The vision and mission of the college has been displayed in golden letters in front of the college office. The philosophy of our founder-patron has been displayed in all key areas of the college including the departments. The name boards of departments, seminar halls, library etc has been renowed.

- A Students' Centre for conducting small gatherings of student activities has been constructed.
- An internal academic audit of the departments, college office and the library was conducted in the month of December. The Manager, the Principal and the NAAC coordinator were in the audit team. A follow up audit was conducted in April 2013.
- The College Council has unanimously passed the Principal's proposal to sell as junk and dispose of the e- waste that has accumulated over the years.
- Waste bins to collect biodegradable waste and Collection boxes for recycling of paper waste have been set up on all the floors and other key points of the campus.
- A stock taking of the quality improvement of the college was conducted in an interface conducted by the top management including the co-patron of the college with the IQAC core team.

The resolutions to construct toilets on the top floor, conduct coaching for civil service examinations, install a language lab in the main block to conduct a Green Audit of the campus, harvest and conserve rain water, dispose of waste in an eco-friendly manner and conserve energy are in the process of planning and implementation.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

According autonomy to affiliated institutions is a matter under discussion on the tables of the state government and the university. The college is steadily improving its institutional processes and progressing towards the potential for achieving autonomy with earnest efforts and steadfastness.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The college has an effective grievance redressal mechanism for the students and the staff.

Students' Grievance Redressal

A three-tier grievance redressal mechanism is envisaged to address the grievances of the students including internal evaluation. Grievances related to union activities and other allied non-academic

matters will be sorted out at the primary level by the staff advisors to the college union. Grievances pertaining to academic matters will be taken up by the teacher-in-charge of the class. Further grievances, will be sorted out by the respective head of the department. At the appellate level, all the unresolved issues will be redressed by the Principal in consultation with the college council, the Discipline Committee and the Manager.

Employees' Grievance Redressal

The Grievances of the members of the staff including teachers and assistance of laboratories and library will be resolved at the primary level by a committee consisting of the Head and the next senior most members in the department concerned. The grievances of the other members of the non teaching staff will be heard and decided by a committee consisting of the senior superintendent and head account. The unresolved issues if any, will be further looked into by a committee consisting of the Principal and the Manager. Matters still pending will be finally heard and decided by a three-member appellate tribunal constituted by the Governing Body.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

Nil.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Feedback on the performance of the institution was collected from the students and also from an Exit Survey conducted for the final semester students. These were analyzed by the Staff, the Principal and the Manager. There were some concrete suggestions for improvement especially on improving the library facility.

Based on the feedback obtained, the library staff was motivated and counselled on the need to make the library more accessible and student-friendly as a result of which there is considerable improvement in the number of students who frequently visit the library and avail of its facilities. Another improvement in this regard was to subscribe more print and e-journals and to subscribe to INFLIBNET. Infra- structural facilities have been improved on the basis of student feedback. Drinking water facility has been enhanced in all key areas of the campus. As suggested by the students, ceiling fans and lights are being provided step-by-step in the class rooms. Toilet facility in the top floor, sickroom for girls and effective disposal of food waste are in the process of implementation.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The management of the college believes that the quality enhancement of the institution is directly proportional to the quality of its teachers. Hence several efforts are made to improve the professional development of the teaching staff :

- To promote awareness about the new trends, techniques and developments in the various disciplines international/ national and internal seminars are conducted with the financial and infrastructural assistance of the management. All the departments of the college have conducted seminars/ workshops during the last three years on recent trends in their areas.
- The management encourages the staff to undertake research and projects by permitting them to take sabbatical leave. Two teachers Ms. Lissy Jacob and Mr. Thomas Varghese were awarded PhD during the last academic year. Dr. Shiny Palatty was awarded PDF by the UGC to conduct post doctoral research. She is also doing a Major project. Ms. Pearly P. John is on deputation under FIP. Six teachers are pursuing research for PhD. Three teachers are doing Minor projects and ten have sent proposals to the UGC for sanction for the same.
- There are three research centres in the college. The management also encourages the faculty to take up research guide ship. There are 14 research guides in the various disciplines.
- The faculty is encouraged to provide consultation services, to serve as resource persons and to take up responsibilities in academic bodies.
- The institution conducts at least two Faculty Development Programmes annually.
- The institution provided coaching in EXCEL and internet browsing for the staff.
- New books are purchased every year which helps to update the faculty in their respective fields.
- INFLIBNET and e-journals facilitate the research needs of the teachers.
- The publications and other research output of the faculty are shared via the D-Space facility in the library.
- Computer classes were conducted for the non-teaching staff during the lunch break.
- The college encourages the staff members to attend conferences, seminars, orientation courses, refresher courses and workshops and to present academic papers and their publication.
- Orientation programmes and classes on office automation were conducted for the non-teaching staff.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- An orientation was conducted for the newly recruited faculty by the management which initiated them into the community.
- Faculty Improvement Programme conducted regularly for the staff motivates them on responsible leadership and institutional commitment.
- The teachers are encouraged to attend seminars, workshops, refresher courses, orientation courses etc.
- Classes in EXCEL and browsing empower the faculty in soft skill development.
- The non- teaching staff were given training in computer skills.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Each teacher prepares a self appraisal report in the format prescribed by the UGC at the end of the academic year. The multiple roles and responsibilities of the faculty in the institution and in community life are properly captured in this performance appraisal form. The Head of the department verifies and attests the report. The assessment of the HOD on the faculty is incorporated therein. The report is submitted to the Principal for further verification. The Principal countersigns the appraisal report and forwards it to the Manager. The Manager evaluates the performance of the teacher based on the report. There is an inbuilt mechanism to check the work efficiency of the non-teaching and administrative staff.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The Manager holds a personal meeting with the faculty in the presence of the Principal after evaluation of the appraisal reports. Suggestions for improvement and corrections are discussed with the teacher in the personal interaction. This interface is meant to hold the person more accountable while it also helps to improve the role and responsibility of the teacher towards teaching and community services.

The major decision taken by the management was to make the institution a centre with potential for excellence by improving the performance of individual teachers by introducing innovative methods in teaching, by promoting the social and community responsibility among students, by taking leadership in community oriented programmes and by improving the research output of each staff. Thus teachers who had been hesitant towards research were encouraged to register for PhD or to take up minor

research projects. Those with potential for leadership and organizational skills were assigned the duty to participate actively in corporate life. The teachers who needed updation in their fields were encouraged to attend seminars, to conduct seminars and present academic papers. All these suggestions were communicated by the Manager in the personal interaction as well as in the staff meetings.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The teaching staff has a Small Savings scheme to which the teachers contribute monthly. The staff can avail loan facility from this scheme at a very low interest. 35 percent of the staff has availed of the timely financial backing of the welfare scheme.

There is a separate welfare scheme and small savings scheme for the non-teaching staff. The Management contributes six thousand rupees annually to this welfare scheme. Loan facility up to double the personal deposit of the member can be availed under this scheme. Dividend is equally distributed to the members based on their deposits. 90 % of the non teaching staff avails of this loan facility.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The management attracts and retain eminent faculty by adopting the following measures:

- Appointments of faculty are made purely on merit. Seven of the newly appointed teachers are PhD holders out of which Dr. Beena Mary of Physics department holds a post-doctoral degree. The assistant professor in Computer, Dr. John T. Abraham has additional degrees in M. Tech (IT) , M Sc (ISM) and Diploma in Data Base Management . Dr. Thomas Varghese of the Malayalam department is an MBA with PGDJ. Dr. Shalini Jose (Hindi) has a PGDP and Sri. Baiju K.P. (Chemistry) has a diploma in Chemical Engineering. Most of the new teachers have several publications to their credit.
- No capitation or donation either by cash or kind is collected for the appointment of staff.
- Academic freedom is given to all teachers and all are treated equally.
- The institution provides physical facilities like well furnished department staff rooms, free internet access, computers and provide a conducive atmosphere for teaching and learning
- The management promotes professional development of the faculty.
- The faculty are encouraged to share their expertise with others as resource persons, consultants etc. They are given duty leave for these purposes.
- Faculty is provided with accommodation and other facilities in the campus.

- The management appreciates the achievements of the staff in the staff meetings held periodically.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

All the available resources of the institution is credited in the official bank accounts of the Principal except for the development fund of the department, which is credited in the accounts of the head of the departments. The Manager is in charge of the funds generated from the campus facilities. All payments related to purchase/construction etc. is made through cheque /draft signed by the Manager. The transaction of the PTA fund, UGC grant payments, TA / DA to resource persons etc is made through cheque /draft signed/ countersigned/signed by the Principal. Receipts and vouchers of payments are also maintained in the college office. The head accountant maintains the accounts of all the funds including the balance sheet. The management conducts an internal audit annually. An external audit is conducted once in three years.
The UGC Coordinator who is in charge of the allocation of UGC funds monitors the effective utilization of the funds by the various departments and prepares a statement for scrutiny by UGC and for audit.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Every year the internal audit is conducted by the management regarding the funds utilized apart from Govt. grant. The external audit verification upto 31/3/2011 has been completed. A few audit objections, raised in the audit were cleared and clearance certificate obtained up to the period 31/03/2011 from the concerned government authority.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of institutional receipts and funding are-

- Salary grants
- Books & Journals fund
- Maintenance

- Scholarship grants
- Students Fee
- PTA Contribution
- UGC grants
- Self financing programmes
- Income from Auditorium and premises

Deficit in any account are adjusted from the Management fund.

The income and expenditure statement of academic and administrative activities of last four are attached as Annexure V

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The balance amount from the self-financing programmes is partially utilized to meet all the additional expenses. The Management also provides financial assistance for all additional funding from the Management Fund. The new block to conduct the self-financing programmes, the new Students' Centre, purchase of furniture, the erection of the bronze bust of the Founder-patron, the painting of the college and its premises and the landscaping of the campus were developments made with the aid of the Management Fund. Office expenses, Wi-Fi, Computer maintenance, payment of last grade staff and the security, electricity, water and building maintenance, equipment maintenance etc. are regularly provided from the management fund.

In addition to the above the college had applied for Additional Grant from the UGC. The UGC has sanctioned 25 lakhs and the same amount is utilized for the purchase of lab equipments, generators, projectors, computers etc. Application for an additional grant of Rs.25 lakhs was forwarded and the amount is sanctioned by the UGC.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes. As part of the quality sustenance in accredited institutions and as per the guidelines from the NAAC for the creation of the Internal Quality Assurance Cell (IQAC), the IQAC - the quality assurance and maintenance system of the institution- was constituted under the college Principal Dr.

Laliamma Jose on 1/06/2004 with Prof. T. D Mathew as co-ordinator, to work towards realizing the goals of quality enhancement and sustenance. The IQAC evaluates, promotes and consolidates all the activities of the college so as the quality of the institution is enhanced and assured as a continuous process, realizing the new-age motto of the college- 'For God and Country- Excellence Always'.

The establishment of the IQAC has created a greater awareness in improving and sustaining the quality of the institution. The IQAC, on its part, is committed to its responsibility of strategic planning, execution, monitoring and evaluation of the activities of the college within the framework of quality enhancement. Innovative teaching and learning methods, better infrastructural facilities, improved research culture, future-oriented governance, socially responsible community service and innovative practices are assured ways by which the institution is steering ahead towards quality enhancement with the support of the IQAC.

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

The following decisions of the IQAC have been approved by the management and were implemented during the last year:

- Seminars and workshops were conducted by all the departments.
- Proposals for the sanction for M.A. in English Literature has been sent to the university.
- Computers, laptops, LCD projector, digital cameras etc. have been purchased.
- One classroom of each department has been equipped with roof mount LCD projectors.
- A hall in the library has been equipped with A/ V facility.
- A Research Committee has been constituted. Ten teachers have sent proposals for conducting minor projects under the initiative of the committee. Three teachers are pursuing minor projects and one major project.
- Toilet facilities have been improved all around. An incinerator has been set up near the girls' rest rooms. New toilets have been constructed.
- Green Campus drive continues. A beautiful garden has been set up in front of the college with the help of one of the retired faculty.
- The vision and mission of the college has been displayed in front of the college office and in all the departments.

- The philosophy of the founder-patron of the college has been displayed in all key areas of the college including the departments.
- The name boards of departments, seminar halls, library etc have been changed.
- A Students' Centre for conducting small gatherings of student activities has been constructed.
- An internal academic audit of the departments, college office and the library was conducted on the month of December and a follow-up of the audit was done in April 2013. The Manager, the Principal and the NAAC coordinator were in the audit team.
- Waste bins to collect biodegradable waste and Collection boxes for recycling of paper waste have been kept on all the floors and other key points of the campus.
- Solar panels have been installed to conserve energy.
- First aid box is provided in each department.
- Unused medicine is collected from the students and teachers in a medicine bowl and handed over to a government clinic..

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes. The IQAC has three external representatives namely, Sri. Benney Behanan MLA of Thrikkakara Constituency, Sri. Xavier Thayankery, Chairman Standing Committee, Thrikkakara Municipality and Adv. T.R Renjith, Alumni Representative. The initiative for sanctioning MP fund for D-Space digital Library was taken up by Sri. Benney Behanan MLA. The bus bay constructed by the college Alumni BOSA was under the leadership of Adv T.R .Renjith.

d. How do students and alumni contribute to the effective functioning of the IQAC?

Feed back on curriculum collected from students and the alumni and exit survey conducted among outgoing students are excellent exercises in stock taking of the institutional progress. The valuable suggestions and recommendations of these feedbacks were discussed in the IQAC and in the College Council. The Management and Principal initiate necessary follow-up action.

The IQAC has a student representative and an alumni representative whose contribution to the quality enhancement of the college from their respective perspectives is valuable.

The following are the main suggestions made by the students and the alumni which were implemented by the institution:

- Installation of an incinerator and improving of toilet facilities
- Extending the library hours and making the library more student-friendly
- Better participation in intercollegiate and University fests and sports
- Improving sports facility and the playground
- Coaching in communication skills and interview techniques by the alumni
- Legal awareness and anti-ragging classes for students conducted by the alumni.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

All the departments are represented in the IQAC. The office superintendent and the librarian represent the non-teaching staff. There are representatives from the alumni, the students and the local community in the IQAC. All matters of discussion and decisions taken up by the IQAC are discussed in the College Council meeting for approval. After getting sanction from the Council the decisions are communicated to the members of each department through the IQAC representatives of the department, through notice/e-mails circulated or in the general staff meeting. The Principal takes further follow-ups to assess the assigned work/improvements made etc.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The effective functioning of the IQAC has created quality consciousness among the teaching and non-teaching staff. The cell motivates monitors, sustains and enhances the quality of the faculty and staff performance. The IQAC cell chalks plans with integrated framework for quality assurance of the academic and administrative activities of each academic year and they are implemented by the Principal with the approval from the college Council.

Academic framework:

- The College Council prepares an Academic Calendar for the college at the beginning of the academic year in tune with the University Academic Calendar.
- The departments stick to a Department Academic Calendar prepared on the basis of the college Academic Calendar.
- The departments prepare Semester-wise Course Plan of their Programme.

- The teachers schedule the Teaching Plan of their respective Courses so that the common modules are covered simultaneously for parity in question-paper setting.
- The assignments, seminars and exams are scheduled well in advance so as to set aside ample time for revision.
- The Weekly Workload Statement prepared by the HOD monitors the work done by each teacher. Classes missed on account of leave or otherwise are compensated by taking extra classes. The Monitor's Diary is another tool to keep track of classes taken.
- Regular assessment of the students by way of assignments, seminars, internal assessment and attendance monitor student performance. The performance record of the student is duly signed by the parent on Open House day. Lapse in attendance and exams and poor performance are reported to the parent concerned. Those lacking proper attendance to appear for the university exams are recommended for condonation.

Administrative framework:

- The Principal is the administrative head of the institution.
- The College Council comprising of the Principal, the HODs, the staff representatives, the office superintendant and the librarian is a statutory body which is the chief decision making body of the college.
- The administration of each department is carried out by the members of the department under the leadership of the HOD.
- The college office is headed by the office superintendent followed by the Head Accountant, the UD Clerk, LD Clerks, Typist, Office Assistants and peons respectively.

At the top of the administrative hierarchy is the Governing Body of the college, presided over by the Patron of the College. The Manager steers the administrative wagon acting as the node between the top management and the college.

The Principal and the Manager monitor quality assurance of the institution by integrating the academic and administrative framework effectively.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes. The college has conducted the following training programmes for the staff for effective implementation of the quality assurance procedures:-

- FDP on 'Teacher as a Role model' by Rev. Henry SJ
- Workshop on Credit and Grading by Prof. P. J. George, BOS, MG University.
- Seminar on 'Best Practices in Teaching Learning and Evaluation on 11/04/2012 by Dr. John Pulparambil.
- Seminar on 'NAAC Re-accreditation by Dr. Joseph Inchoody, Principal Rajagiri College, Kalamassery.
- Seminar on 'Innovative Practices of Institutions by Dr. Tharsis Joseph, NAAC Peer Team , Member on 25/10/2012.
- Coaching in EXCEL , PPT and Internet browsing

- Seminar on Office Automation for non-teaching staff
- Training in Computer Skills for non-teaching staff

The seminars and workshops have motivated the staff to further improve their skills and service for the enhancement of the quality of the institution. The skill development programmes have given know-how in innovative teaching methods and data collection and built self confidence in the teachers in the use of technology in class rooms and for research. The computer training to the office staff has made documentation and accounting easier and increased the administrative efficiency of the office, saving a lot of time and energy.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes. The college conducts an annual academic audit. The audit team analyses the activities and achievements of the departments, the library and the college office and evaluate them based on the different criteria. Suggestions for improvement and quality enhancement are reported submitted to the Principal and the Manager. The outcomes used to improve the institutional activities are the following:

- Organizing of national/ international/regional seminars
- Attending and presenting papers in national and international seminars
- Academic publications, editing of books etc
- Weekly workload statement
- Maintaining Teacher's diary and Monitor's diary
- Publishing manuscript magazines/newspaper/wall magazines etc
- Subscribing on-line journals
- Improving extension activities
- Interdisciplinary Add-on courses
- ICT enabled innovative methods in teaching

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The IQAC of the college functions in conformity with all the norms and suggestions made by NAAC as well as other relevant external agencies like the Higher Education Council, the Directorate of Collegiate Education representing the State Government and norms of the University.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institution strives to maintain quality in teaching learning process through the various quality enhancement measures and monitoring mechanisms such as-

- **Internal Quality Assurance Cell:** The IQAC which consists of the Manager, the Principal, representatives from every department, the Librarian, office superintendent, an alumni representative, a student representative and two members from local committee plays a vital role in ensuring quality assurance to its stakeholders. The cell conducts meetings periodically to review the various academic activities undertaken.

Several suggestions put forward by the IQAC such as introduction of Teachers Diary, Monitors Diary, Feedbacks on the courses etc have been implemented thereby enhancing the quality of the teaching learning process.

- **Research Committee**: It encourages the staff to pursue research and undertake projects. The committee consists a co-ordinator, joint co-ordinator and research guides and one representative each with a PhD from the departments.

With the initiative of the research committee ten teachers have sent proposals for the sanction of minor projects from UGC of which two have been sanctioned.

- **Academic Review Committee: A**n Academic Review committee has been introduced to review the teaching learning process of each department.
- **Result Review Committee:** A Result Review Committee has been recently introduced to review the university results immediately after the publication of semester results.
- **Feedback:** Feedback is collected from the stake holders regarding curriculum/infrastructure/course/ teaching learning and evaluation.

Based on the consolidated report of the feedbacks an analyses of the teaching learning process and its progress is conducted by the faculty in the department meetings.

- **Open house:** The class teacher meets the parent of each ward after the internal assessment and reviews the performance of the student. Corrective methods for delinquency, if any are suggested.

The better rapport established between the class teacher and the parents are reflected in the positive changes that come in the student's discipline and attitude to learning.

- **Weekly Workload Statement:** The Manager collects the weekly workload of the department from the HOD to assess the teaching learning process.

As a result of this free hour management has become more effective.

- **Remedial and Advanced coaching:** Each department conducts remedial and advanced coaching during free hours/in the morning. The coaching and the monthly tests conducted are

good opportunities for the tutor to review the academic progress of the student.

6.5.7. How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The quality assurance policies, mechanisms and outcomes of the institution are communicated to the external stakeholders through the College website, the College Hand Book, the orientation programmes conducted for the parents of new students, the meetings of the Governing Body and the IQAC, the public meetings held in the college, the PTA meetings and the Alumni meetings.
The internal stake holders are intimated the same through staff meetings and through the meetings of the College Council, the departments and the College Union in addition to the above mentioned mechanisms. Other than this, the performance and achievements of the students in academics and non-academics and the contribution of the staff to the society in various capacities speak for themselves on the quality of the institution. Finally it is the student community that serves as the brand ambassadors of the quality of the institution.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1. Does the Institute conduct a Green Audit of its campus and facilities?

Yes. The institution is committed in its role to conserve and protect the environment. The management is keen on resource conservation and greening of the college campus. Environment consciousness programs are conducted keeping in view that man cannot survive without a healthy and balanced environment.

- In order to reduce environmental pollution trees are conserved and planted at different locations of the campus.
- To reduce sound and air pollution from vehicles, vehicles are allowed to enter from the back gates only and two- wheeler parking is arranged near the gate itself.
- The NSS and NCC of the college conduct awareness programmes like- Clean Campus Green Campus in which students and the staff clean the entire campus.
- The college has adopted the strip of land in front which belongs to the PWD department and is maintaining a garden and trees in the plot to create an environment consciousness among the community.

- Waste bins are provided for waste disposal.
- The waste water from the canteen is channelized to the nearby banana plantation and the vegetable garden in the campus.
- The process for tapping and storing the rain water from the roof tops of the Students' Centre is under implementation.
- Solar panels have been installed on the terrace to conserve energy.

Apart from the above the following programmes were conducted:

- Two seminars on Biodiversity and Conservation were conducted by the Zoology department.
- Seminars on *Human Rights* and *Global Warming and Climate Change* were conducted by the Social Works department and Physics department.
- All the students are taught issues related to gender, climate change, environment education and human rights as the curriculum of the Common Courses of Part I English include modules such as Globalization & its Consequences, Human Rights, Gender Questions, Science & Ecology etc. Students are given topics based on the above issues as assignments and for conducting seminars, group discussions and debates in order to integrate these cross cutting issues into the curriculum.
- Special days such as Ozone Day, World Forest Day, World Water Day, World Environment Day, Wild Life Week etc are observed by conducting seminars, chart and poster exhibitions, processions, street plays etc.

7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?

* **Energy conservation:** For energy conservation solar panels are installed for the power supply to the Students' Hall. Seminars, awareness programmes, street plays, processions etc on conservation of energy were conducted by many departments. Students are motivated to switch off fans and lights whenever not required. The college plans to tap rain water from the terrace and make it available near the well.
* **Use of renewable energy:** Solar energy panels are installed on the terrace.
* **Water harvesting: T**he management has plans to tap rain water from the terrace for water harvesting.
* **Check dam construction:** The location of the college is not suitable for check dam.
* **Efforts for Carbon neutrality:** To reduce the amount of carbon dioxide and to keep the campus clean and green trees are preserved and planted at different locations of

the campus. The college has adopted the strip of land in front which belongs to the PWD department and is maintaining a garden in the plot to create an environment consciousness among the stakeholders and the local community.

* **Plantation:** An Acacia plantation is preserved in a portion of the campus which always keeps greenery and neutralizes the effect of carbon emission. Trees are planted by VIPs who visit the campus to make the campus eco-friendly and to create environment consciousness.
* **Hazardous waste management:** The hazardous waste produced in the Chemistry lab during experiments is disposed of in the following ways:
  - Used acids and alkalies are always diluted with water and neutralized with weak alkalies like $NaHCO_3$ and then disposed of into pits.
  - Volatile organic solvents used by the PG students for extraction and synthesis are collected, distilled and reused.
  - The department has fume cupboards and all experiments involving toxic gases are done in them for the safety of the students and the teachers.
  - Heavy metals like Mercury, Cadmium etc are collected in separate containers and disposed of.
  - Micro-organisms and other biological waste from Bacteriology and Biochemistry labs are autoclaved in the department lab.
* **e-waste management:** The College collect e-waste from departments, labs and office and dispose it by selling it to suitable shops without environmental damage.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The following innovations have created a positive impact on the functioning of the college during the last four years:

- The introduction of the CBCSS of the University in the college has lent a more student-centric academic atmosphere to the campus for the holistic development of the students.
- A Teacher's Diary is maintained by each teacher which is a personal record as well as a record of student performance and student achievements. The heads of the departments periodically verify the records which in turn are duly countersigned by the Principal.
- The Monitor's Diary is a daily record of the academic activities of each class maintained by the class monitor and handed over to the HOD at the end of each week.

- A Weekly Workload Statement is prepared by the HOD and handed over to the Principal for verification, which in turn is forwarded to the Manager.
- The library has been technologically upgraded with bar-coding and D-space digital facility which ensures effective knowledge transfer, sharing and delivery.
- The college has INFLIBNET subscription which is available to the faculty and the students. E-journals are subscribed through this.
- Skill development courses and Add - on Courses are offered to the students for enrichment with respect to their core programmes

- Three new programmes, namely B Com (Computer), B Com (Taxation) and BBA were introduced by the institution during the last four years to meet the growing demand for programmes on management, finance, marketing and computer applications and their greater job prospects.
- To enhance the quality of the institution the college has the innovative practice of monitoring the academic and non-academic activities by conducting an annual academic audit. Two external academic audits of the departments, college office and the library were conducted in 2010 and an internal audit was conducted in December 2012. A follow-up of the audit was done in April 2013.
- Coaching for Entry into Services is conducted in the college by which the students of the college and other aspiring candidates from outside are provided free coaching for tests leading towards entry into services. While enhancing the employability of the students it also improves their learning.
- IGNOU has recognized the college as its Special Study centre and sanction has been accorded to conduct seven distance education programmes of IGNOU through the Centre.
- The college has been selected as a Teaching Partner Institution of the ASAP(Additional Skill Acquisition Programme) Project launched by the Government of Kerala to enhance the communicative skills and competence in English language of young learners in the schools and colleges of the State so as to make them trained and skilled for the world market.
- Under the leadership of the departments of Zoology and Social Work important days like Ozone Day, World Food Day, and World Environment Day are observed. The students conduct rallies in the campus and outside the college holding placards and shouting slogans to create awareness on the issues.
- The College has become a Green campus with the planting of trees and their regular maintenance. Many departments too follow this practice on their own responsibility.
- Marking the visit of a VIP to the campus by planting a tree is another venture to create awareness on environment preservation.
- The college has adopted the strip of land lying idle by the roadside which belongs to the PWD department and is maintaining a garden in it to create an environment friendly neighbourhood.
- On-line collaborative learning is done through A-View programmes of Amrita E-learning Research lab of Amrita University, Kerala

- Using ICT -enabled teaching aids like OHP and LCD in place of conventional lecture method is another innovation in the area of teaching. Power point presentations are made by many teachers for teaching. An A/V room with Smart Board is functioning in the general library.
- A Research Committee is set up to encourage socially relevant projects and research work by teachers
- The teaching staff of the college contributed Rs. five lakhs to donate a Dialysis Unit to the Kidney Foundation run by Rev. Fr. Chiramel which provides free dialysis to poor patients.
- The NSS unit has adopted the Canal Roadside Colony in Kakkanad. A slideshow campaign against H_1N_1 was conducted in the auditorium and in front of the library in 2009-10.
- The NCC and NSS have Blood Donors' units and are among the top in the list of donors to leading hospitals and the Indian Medical Association.
- The NSS unit supplied Public Address and Music Systems to the Juvenille Home, Kakkanad.
- Various health awareness programmes were conducted during the academic year as part of health services including Memory Walk to observe Alzheimers Day and a rally and a street play conducted as part of AIDS day on Dec 1.
- The college has built two bus bays in front of the college for the students and the local community.
- Students and teachers are actively involved in collecting and sponsoring items and in bidding for the charity auction conducted in the Rosary month of October to raise funds aimed to help the financially backward students of the college.
- Seminar, Chart exhibition and Competitions to observe International Youth Day World Environment Day, World Forest Day, International Women's Day, World Water Day, World Tourism day and a Poster exhibition to create awareness on AIDS Day , rice distribution and Feed a Friend Programme on World Food Day etc were conducted. A Bird Bath was set up on the college terrace on World Water Day
- Students distribute greeting cards and sweets on Teacher's Day
- A thirty hour certificate course in Basic English was conducted by the department of English for the women of the local self- help group 'Kudumbasree' in March 2011. Fifty eight women of various age groups ranging from twenty three to sixty successfully attained basic literacy in English by this programme.
- The students of the English department give voluntary English coaching to high school students of Government Schools in the region every Saturday in collaboration with an NGO, AMAARA Foundation.
- An All Kerala Inter School Story Writing competition on ' Re-telling Fairy Tales' was held by the department of English in October, 2010. The best five stories were awarded prizes sponsored by the Kerala State Institute of Children's Literature, Government of Kerala.
- Ten veteran children's writers of the State were honoured by the department of English during a cultural meeting- 'Gurupranam' held in collaboration with the KSICL, Government of Kerala, in the college auditorium on Nov. 19th, 2010.
- The department of English hosted for the college community and for the public, a children's drama "Bommanahalliyile Kinnara Yogi"- a re-reading of Browning's classic 'Pied Piper'- staged by leading children's theatre of the state, Mazhavillu on Nov. 19th, 2010.

- Under the auspices of the Economics department basic computer training was given to the house wives of the locality.
- To promote scientific temper, the Department of Physics arranged an outreach programme for high school students of nearby schools. Demonstration and familiarization of Practical application of various principles were conducted in the laboratory.
- Vegetable seeds and saplings were distributed to the college community by the department of Botany.
- The department of B.Com Travel and Tourism distributed a tourist handbook, "Sarathi Mithra" to the drivers of the locality in six different languages (Spanish, German, Italian, Arabic, Japanese and French).
- An Eye Camp and Dental Camp were conducted by the MBA Department for the benefit of the students and the public.
- The MSW Department conducted an Eye camp and medical camps in rural areas as part of their rural camp.
- MSW conducted Community programmes and street plays on alchoholism in collaboration with Mathrubhumi newspaper.
- Most of the departments take their students to the neighbouring old age homes, poor homes and the house of the destitute to participate them in the services to the needy and to create awareness about one's social responsibility.
- In many of the departments the students are encouraged to work along with the teachers to take free tuition and classes to the poor school students of the neighbourhood.
- The MSW Department conducted an educational sponsorship programme- 'Vidyavimojan' for financially backward and deserving students studying in schools at Thrikkakara and Kalamassery.
- The department of Zoology gives training in aquarium set-up and maintenance to school students.
- The Campus Ministry conducted a social survey on the condition of living among the poorest of the poor in the Palarivattam area.
- The I Semester MSW students conducted a socio- economic survey for the Welfare Services, Ernakulam.

- A general medical checkup for I st year students were conducted and health cards were issued to the first year students in 2011-12 by the department of Zoology and NSS.
- First Aid Boxes are provided in each floor and in the NSS and NCC offices.
- Group insurance is provided for all students.
- Wall Magazines and News papers are published by different departments on topics of current relevance.
- Most of the departments publish Department Magazines on behalf of their student associations.
- Under the Entrepreneurship Club the students of BA Economics conducted an Entrepreneurship Day where the student entrepreneurs exhibited and marketed their products.

- The Placement Cell provides opportunities for Campus Placements by inviting reputed banks, IT firms, HR institutions etc to the campus.
- The Counseling Centre of the college provides personal, psycho-social counselling to the students. One faculty is in -charge of the centre. Rev. Dr. Suna, a renowned professional counselor and Prof. K.T. Jose retired faculty, visit the campus to provide personal counselling to the needy students.
- The Physical Education Department takes the first year students to the play ground by rotation and conducts sports events to identify their performance. Every student is to be taken to the ground at least once a year.
- An exit survey is conducted among the out-going students on the curriculum and the various aspects of the institution.
- A UAE Chapter of BOSA was formed on November 4, 2012. The new chapter has decided to participate in the community development of the college including providing financial assistance to needy students.
- Some of the retired teachers serve as guest faculty and as resource persons in the college. The garden in front of the college has been set up by one of the retired Principals of the college.
- Based on the request and representation from the college to the Transport Commissioner and the RTO the transport facility has been improved by the Government. At present buses are plying every 15 minutes in the Seaport-Airport Road in front of the college which help students better access to the college.
- The problem of students' concession on KSRTC was taken up by the college and at present all the students are enjoying the concession facility.
- Annual Cardinal Parecattil Commemorative lectures are conducted on topics of current and contemporary relevance.
- Seventy five students from the first batch of the college and the first batch of teachers were honoured by the college during the Centenary celebrations of the Founder-Patron.
- The post of bursar was raised to that of the Director of the college.
- Another organizational change which brought positive changes in the college was the appointment of a resident manager in the college.
- The college shares its infrastructural facilities for the benefit of the local community. The local community uses the college play grounds, auditorium and other infrastructural facilities for conducting meetings, competitions and social get-togethers.
- The City Traffic Police of Kochi in collaboration with the college Drama Club is conducting street plays at different parts of the district to create traffic awareness among the public.
- A faculty of the Commerce department is actively engaged in rehabilitating prisoners and the socially ostracized children of prisoners.
- The students of the departments of Malayalam, Hindi and Mathematics etc regularly make documentaries to create public awareness on youth issues of current significance.
- Two welfare associations function in the college separately for the teachers and the non-teaching staff which provide dividends, loan facilities etc

- The department of Malayalam has started an online channel- *Channel-BMC* which provides academic support as well as entertainment to all lovers of the language, especially the students and scholars of Malayalam.
- Waste bins to collect biodegradable waste and Collection boxes for recycling of paper waste have been set up on all the floors and other key points of the campus.

- A stock taking of the quality improvement of the college was conducted in an interface by the top management including the Co-Patron of the college with the IQAC core team.
- The vision and mission of the college has been displayed in golden letters in front of the college office. The philosophy of the founder-patron of the college has been displayed in all key areas of the college including the departments.
- A Students' Centre for conducting small gatherings of student activities has been constructed.
- Solar panels have been installed on the terrace to conserve energy.
- Installation of an incinerator has improved the toilet facilities of girl students.
- The library hours have been extended making the library more student-friendly
- The college has better participation in intercollegiate and University fests and sports.
- The sports facilities and the playground have been improved with the purchase of new sports equipments including wrestling and judo mats.
- Classes in communication skills and interview techniques were conducted by the alumni
- Legal awareness and anti-ragging classes for students are conducted by the alumni annually.
- A Career-Expo was conducted by B.Com (Travel and Tourism).

7.3 Best Practices

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

The best practices of the college are two community oriented schemes, namely 'Haven for the Hapless' and 'Padheyam' schemes aimed to reach out to the less privileged of our fellow-beings.

Presentation of Practice-1

1. Title of the Practice - 'Haven for the Hapless'

2. Goal

Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts.

'Haven for the Hapless' is a community oriented practice of the college under the 'A Friend InDeed' Programme of the college which is an expression of active concern for others. In its endeavour to play a pro-active role in mitigating the miseries of the downtrodden and uplifting them, the college community works from the grass roots level with the conviction that the under privileged can be made self reliant only after their primary needs are met and satisfied. Through the community oriented practice of 'Haven for the Hapless', the college reaches out to the less privileged as a genuine friend in active deeds – 'A Friend InDeed ! The 'Haven for the Hapless' scheme dreams that there should not be a single family without a roof over it and is aimed at constructing a house every year for a deserving family.

The next level in the pursuit of self reliance to the community is to improve primary education, the first step of which was started with the basic training in English given to the women of the Kudumbasree through BETA and basic computer skills, family economics, scientific tips on home-grown vegetable garden etc imparted to the women of the locality. The college has also stepped into palliative care by contributing Rs. Five lakhs from the salary of teachers and well wishers for donating a Dialysis Unit to The Kidney Foundation of India, Kerala which gives free dialysis to poor kidney patients.

These humble gestures are meant to inspire the students and the college community as well as the public to keep their eyes and heart open to the needs of our fellow beings and respond to the call pro-actively.

3. The Context

Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice.

Under the Haven for the Hapless scheme the college community builds a house for the needy with the contribution of one of its stake holders. Initially started as a five year plan, the programme has been extended as an annual scheme since 2010. Three houses have been handed over to the needy so far and one is under construction.

The primary challenge is to zero in on the most deserving family each year as there would be too many in need. The second and the most difficult challenge is to mobilize the funds and make it inexhaustible so that the scheme would continue without a break. The strategies adopted by the college in facing these challenges are as follows:

1) The Campus Ministry and the NSS unit of the college conduct social surveys to decide the deserving families. Hard working and persevering students of the college and families with sick parents/ orphaned children are given preference.
2) Since the land price in Kochi has sky-rocketed, families which own a plot of land are chosen for the scheme.
3) Each year one of the stake holders of the college take the financial responsibility of the construction by turns and collect the funds. The NSS unit of the college volunteers the construction of the houses.

4. Describe the Practice and its implementation. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.

Under this scheme the college community builds a house for the needy with the contribution of one of its stake holders. Initially started as a five year plan, the programme has been extended as an annual scheme since 2010. Three houses have been handed over to the needy so far and one is under construction.

The teaching staff of Bharata Mata College contributed from their salary to construct two houses. After house visits of students made by the teaching staff, a house was constructed in 2011 for one of our promising students of the final year BSc. Zoology with the NSS volunteers putting in manual assistance. Based on the social surveys conducted by the Campus Ministry a house was constructed for an economically downtrodden family in Kaloor, Ernakulam in 2012.

Under the banner of the NSS unit of the college the students contributed and manually constructed a house for a deserving childless couple in Amballoor.

The FORT, the forum of the retired teachers of the college and one of the prominent stakeholders of the college, has taken the initiative to construct the next house under the "Home for the Hapless" scheme as part of giving back to the community.

The NSS unit of the college volunteered the construction of the houses by putting in manual assistance such as brick-laying, concreting, painting etc. The service rendered by the NSS is a novel venture among the NSS units of the State.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

The success of the 'Haven for the Hapless' Scheme is the contentment of the concerned families and the raised standard of their living conditions themselves. Though the programme was started by the primary stake holders of the college community, namely the students and the teachers, their consistency and insistence successfully spread awareness on the scheme among the rest of the community. The consequent results are the contributions made by the non-teaching staff as well as the present house under construction with the contributions from the FORT- the Forum of Retired Teachers of the college.

The next project envisaged in the scheme is a house to be constructed with the help of the parent community in 2014 which was decided in the PTA meeting held on 30 August 2013.

'A friend InDeed' is planning to extend its community oriented schemes on a larger scale during the Golden Jubilee Year 2015 of Bharata Mata College.

6. Problems Encountered and Resources Required

Please identify the problems encountered and resources required to implement the practice.

Problems Encountered

The primary challenge of the Haven for the Hapless scheme was to decide the criteria for the most deserving family in need of shelter. The landless families were as much or more deserving than those with a piece of land. Since the land price in Kochi has sky-rocketed, the college could not afford to buy land and then construct houses in it. Hence, grudgingly enough, families which own a plot of land were chosen for the scheme.

The second and the most difficult challenge was to mobilize the funds and make it inexhaustible so that the scheme would continue without a break. So it was decided the each year one of the stake holders of the college would take the financial responsibility of the construction by turns and collect the funds. The NSS unit of the college volunteers to give manual assistance in the construction of the houses.

Resources Required

'The Haven for the Hapless' scheme require financial as well as human resources for effective implementation. Each year an average amount of Rs. 3 to 4 lakhs is to be generated for the construction of a house in addition to the labour cost which is partially shared by the NSS volunteers of the college.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution.

The Scheme was started on a humble scale as a five year project and later on became an annual scheme. The success of the scheme depended entirely on the team work and commitment of the entire community, which is the primary criterion needed to implement the project. The next step is to mobilize all the stake holders into the project with equal commitment and determination, which alone ensure the continuity of the scheme.

The following are suggestions to expand the scope of the best practice for the greater benefit of the larger community:

The help offered through 'The Haven for the Hapless' scheme could be extended to more hapless families with the availability of additional funds and more donations from sources other than the stake holders of the institution. The allocation of government funds as well as government land could be mobilized for the purpose. There should be provisions to set aside a part of the MP and MLA funds as well as schemes in the local municipality/ panchayat to aid such community oriented initiatives run by institutions of higher education.

Presentation of Practice-2

1. **Title of the Practice: 'Padheyam'**

2. **Goal**

Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts.

Bharata Mata College integrates the Christian ideal of love and service with service to the nation and fellow beings as its prime objective as envisaged in its motto 'For God and Country', The college community reaches out to the socially disadvantaged and economically underprivileged of the region to bring them out of the margins through various community oriented programmes.

Padheyam' is one of the community oriented practices of the college under the 'A Friend InDeed' Programme. It endeavours to mitigate the sufferings of the poor and the marginalized by working from the grass roots level with the conviction that the under privileged can be made self reliant only after their primary needs are satisfied. 'Padheyam' means 'a meal on the wayside for the wandering 'bhikshu'. The 'Padheyam' scheme aims to fulfill the dream that there should not be a single individual on an empty belly. The goal of Padheyam' is to provide mid-day meals to the destitute on the streets and in hospitals as a genuine friend in deed.

This humble gesture is meant to inspire the students, the college community and the public to keep their eyes and heart open to the needs of our fellow beings.

3. **The Context**

Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice.

Bharata Mata College was the pioneer among the colleges in the state to provide mid-day meals to the destitute in the streets, including mental patients and the economically disadvantaged in hospitals through the scheme 'Padheyam'. Each class takes turn in contributing and collecting lunch packets which are then distributed to the needy. The staff also contributes to the scheme regularly.

Since the programme was initially launched by an organization with a religious background in a localized manner, the scheme had to gather momentum and acceptance among the members of the

community when the college collaborated in it. The secular atmosphere of the college and the secular nature of the scheme when taken up by the college had also to be emphasized. The students and the staff had to be sensitized of the need and convinced of the permanent nature of the scheme. A system had to be evolved so as the chain of contribution will not break while it will not become an additional burden to the poor students of the college, who form the majority.

4. Describe the Practice and its implementation. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.

Bharata Mata College was the first college in the State to provide mid-day meals through the scheme 'Padheyam' to the destitute in the streets and hospitals. Each class takes turn in contributing and collecting lunch packets which are then distributed to the needy. The staff also contributes to the scheme regularly. A system had to be evolved so as the chain of contribution will not break while it does not become an additional burden to the poor students of the college, who form the majority. The Campus Ministry oversees the collection, distribution and the conduct of the whole programme on a regular basis.

Though initially launched by an organization with a religious background in a localized manner, the scheme was accepted and adopted by the members of the community with great zeal. The community service of the institution is emphasized and the secular spirit of the college is maintained throughout.

This humble gesture to lend out a hand to the less privileged was followed by many schools and colleges in the state.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

The 'Padheyam' scheme which was initiated in educational institutions by Bharata Mata college was taken up by many schools and colleges in the district.. It is running successfully in all these institutions as well as other NGOs. The initial target was to provide one meal a week. Later on this was doubled. The response to the call was so overwhelming that all the colleges and schools provide mid-day meals only once a week now.

This pioneering community oriented programme of Bharata Mata College was acknowledged and appreciated by the leading regional dailies of the State.

'A Friend InDeed' is planning to extend its community oriented schemes on a larger scale during the Golden Jubilee Year 2015 of Bharata Mata College.

6. Problems Encountered and Resources Required

Please identify the problems encountered and resources required to implement the practice.

Problems Encountered

Since the 'Padheyam' programme was initially launched by an organization with a religious background in a localized manner, the scheme had to gather momentum and acceptance among the members of the community when the college collaborated with it. The secular atmosphere of the college and the secular nature of the scheme when taken up by the college had also to be emphasized. The students and the staff had to be sensitized of the need and convinced of the permanent nature of the scheme. A system had to be evolved so as the chain of contribution will not break while it will not become an additional burden to the poor students of the college, who form the majority.

Resources Required

The 'Padheyam' is a zero capital scheme which counts on the genuine willingness and the selfless sharing of the community as its sole investment. The idea is to share one meal of the members of the community through the catch-phrase 'Fast a Noon and Feed a Friend', the slogan initially adopted by the NSS unit. The main resource is the human resources of the students and the staff. A teacher-in-charge is coordinating the collection and distribution of the lunch packets.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution.

The whole-hearted participation of the community and the willingness to co-operate are the only requirements to implement this zero capital project. But the following suggestions would expand the scope of the best practice for the greater benefit of the larger community

The 'Padheyam' scheme is now being carried out by the College within the city limits. It could be extended to the whole district and to the State gradually with the participation of more educational institutions and with essential resources like hygienic and long-term packaging, conveyance van, a

full time driver etc.

Any institution willing to spare a little time and a meal a week can easily start the project any time they wish to do so.

EVALUATIVE REPORT OF

THE POST GRADUATE DEPARTMENT OF MATHEMATICS

1. Name of the department : Mathematics

2. Year of Establishment : 1978

3. Names of Programmes / Courses offered : UG, PG, Ph.D

4. Names of Interdisciplinary courses and the departments/units involved

Dept. of Statistics : Complementary Statistics for B. Sc Mathematics

Dept. of Physics : Complementary Physics for B. Sc Mathematics

Open Course conducted- Applied Mathematics.
Add-on course –2011-2012: Computer Basis- Windows, M.S Office and Internet.(Degree students) & 2012-2013: Web Designing and graphics.(PG students)

5. Annual/ semester/choice based credit system (programme wise) :

B. Sc –CBCSS, M. Sc– Credit & Semester System.

6. Participation of the department in the courses offered by other departments: The Complementary Course Mathematics is offered to the department of Physics & Chemistry.The Core Courses Quantitative tools in Economic Analysis and Quantitative Economics are offered to the department of Economics:

The students of mathematics department opted the following Open courses:- English for Careers, Fundamentals of Economics, Amateur Astronomy, Energy and Environmental Studies, Food Science, Horticulture and Nursery Management, Management of Ornamental Fish Breeding Rabbit farming etc. and Physical, Health and Life Skill Education

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching posts

Designation	**Sanctioned**	**Filled**
Professors	Nil	
Associate Professors	8	8
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt /Ph.D./M.Phil. etc.)

Name	Sex	Age	Qualification	Designation	Specialization	No. of Years of Experience		No. of Ph.D. Students guided for the last 4 years
						UG	PG	
James George. K	M	52	M.Sc, M.Phil	Asso. Prof.	Statistics	28		-
K. O. Peter	M	51	M.Sc, B.Ed	Asso. Prof.	Modern Algebra	26	17	-
Dr. Lissy Jacob	F	51	M.Sc, M.Phil	Asso. Prof.	Fuzzy Convexity Theory	25	17	-
Dr. M .V. Rosa	F	49	M.Sc, Ph.D	Asso. Prof.	Fuzzy Topology	22	17	2
Pearly P. John	F	47	M.Sc, B.Ed	Asst. Prof.	Fuzzy Algebra	12	10	-
Dr.(Sr.) Princy K.L	F	48	M.Sc, M.Ed M.Phil, Ph.D, NET	Asso. Prof.	Graph Theory	15	15	-
Dr. Paul Isaac	M	47	M.Sc, M.Phil, Ph.D, JRF(NET)	Asso. Prof.	Fuzzy Algebra & Kac-Moody Lie Algebra	20	20	3
Dr. K.V Thomas	M	43	M.Sc, Ph.D, NET	Asso. Prof.	Fuzzy Algebra	15	15	3
Dr. Thomas Joseph	M	50	M.Sc, Ph.D	Asso. Prof.	Fluid Dynamics	17	17	-

11. List of senior visiting faculty : Former Heads of the departments Prof. Tessy Kurian, Prof. K.T. Jose and Prof. P.D. Ouseph.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise) :

B. Sc – 10:4

M. Sc – 2:7

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG

Teachers with PG : 2

Teachers with M. Phil : 1

Teachers with Ph. D : 6 (three having M. Phil also)

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : National : 1

Sl. No.	Principal Investigator	Title	Duration	Funding Agency	Amount	Status
1	Paul Isaac	Applications of Fuzzy sets and Rough Sets in Algebra	01-03-2012 to 28-02-2014	**UGC**	1.9 Lakh	Ongoing

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Sl. No.	Principal Investigator	Title	Duration	Funding Agency	Amount in Rs.	Status
1	Rosa M.V.	Fuzziness in Topology on convexity Theory	01.07.2004 to 30.06.2006	**UGC**	60,000	Report Submitted Jul 2006
2	Paul Isaac	Fuzziness in Module Theory and Related Area	01.07.2004 to 30.06.2006	**UGC**	60,000	Report Submitted Jul 2006
3	Paul Isaac	On Fuzzy Analogues of Projective & Injective Modules	01.06.2008 to 31.05.2010	**UGC**	40,000	Report Submitted Jul 2010
4	Paul Isaac	Applications of Fuzzy sets and Rough Sets in Algebra	01-03-2012 to 28-02-2014	**UGC**	1,90000	Ongoing
5	K.V. Thomas	Lattices of Fuzzy Algebraic Substructures	07.06.2004 to 06.06.2006	**UGC**	50,000	Report Submitted Jul 2006
6	K.V. Thomas	Fuzzy Lattices	01-02-2010 to 31-01-2012	**UGC**	1,15,000	Report Submitted Jul 2012
7	Sr. Princy K.L.	Graph Labelling on Embedded Graphs	01-06-2009 to 30-11-2010	**UGC**	70,000	Report Submitted Jul 2012
8	Thomas Joseph	Generalization of Fuzzy Numbers	01-05-2009 to 31-10-2010	**UGC**	1,35,000	--------
Total grants received : Rs. 7,25,000						

18. Research Centre /facility recognized by the University:

Yes (Recognized by the M.G. University)

19. Publications

- **Publications per faculty**

Name of the Faculty	No. of Publications				
	Single authored		Co-authored with others		Total
	National	International	National	International	
Lissy Jacob			1	5	6

Rosa M.V.	2	5	1	5	13
Pearly P. John				3	3
Princy K.L.			4	5	9
Paul Isaac	3	7		5	15
Thomas K.V.			2	17	19
Thomas Joseph			2	4	6

- **List of Publications**

- Author**: M.V. Rosa.**

1. Fuzzy Topology Fuzzy convexity Spaces and Fuzzy Local Convexity, *Fuzzy Sets andSystems*, 62(1994) 97-100.
2. Separation Axioms in Fuzzy Topology Fuzzy convexity Spaces, *The journal of Fuzzy Mathematics*, 2 No.3 (1994) 611-621.
3. On Fuzzy Convexity Spaces, *Proceedings of the National Seminar on Fuzzy Mathematics and Applications,* India (1999).
4. Associated Fuzzy Convexity and Completely FNS3 Spaces, *The journal of Fuzzy Mathematics*, 8 No.2 (2000) 471-476.
5. On Weak Fuzzy Convexity Space s*, The journal of Fuzzy Mathematics*, 9 No.3 (2001) 511-516.
6. Evaluation Functions on Fuzzy convexity Spaces, *The Journal of Fuzzy Mathematics*, 10 No.4 (2002) 781-787.
7. Fuzzy Topological convexity Spaces, *Proceedings of the National Conference on Recent Trends in Discrete and Fuzzy Mathematics*, India (2005) 84-89.

- Author**: M.V. Rosa & Lissy Jacob**

1. *On some Fuzzy Convex Invariants*, International Mathematical Forum 6(20) (2011)995-1004.

2. *On Fuzzy Join Operators*, Applied Mathematical Sciences 5 (35) (2011) 1719-1725.

3. *Fuzzy Convex Invariants and Product Spaces,* International Mathematical Forum 6(57) (2011)2815-2822.

4. *On Some Fuzzy Convex Invariants in a Fuzzy Convex Product Space*, International Mathematical Forum 11(20) (2012)999-1005.

5. *Various Invariants in Fuzzy Convex Product Spaces,* Proceedings of the International Seminar on New Trends in Applications of Mathematics, India, (2011)(to appear).

6. *On Some Fuzzy Convex Invariants in a Fuzzy Convex Sum Space*, (communicated*)*

- Author**: Sr. Princy K.L.** (co-authored with others)

1. On set evaluations of graphs, *Journal of Labellings of discrete structures and applications*, Narosa Publishing House, New Delhi,pp:48-55 ;2007

2. Graph Labellings, Embedding and NP-Completeness theorems, ,*JCMCC* 67 (2008);pp .163-180

3. Further Results on Set - Valued Graphs; *Journal of Discrete Mathematical Science and Cryptography*,Vol.11(2008), No.5 , pp 559 – 566

4. On Set- Graceful and Bi Set - Graceful Graphs, *Proceedings of the National Seminar on Discrete Mathematics and Its Application* (August 7 –9,2008), pp 71 – 77

5. Embedding NP-Completeness Theorems for Set-Graceful, Topologically Graceful and Set-Sequential Graphs, *Journal of Discrete Mathematical Science & Cryptography*, Vol.12 (2009) No.4, pp. 481-487.

6. On Square Difference Graphs. *International Journal of Mathematical Combinatorics*, ISSN 1937-1055, Vol.1(2012), 31-40.

7. Topologically set-graceful graphs. *Journal of Combinatorics, Information & System Sciences (JCISS)*, A Quarterly International Scientific Journal , Volume 37(2012)

8. Labellings and NP - Completeness on Embedded graph, *Proceedings of the 3 day National Seminar on Mathematics for computer science*, Department of Mathematics, Bharata Mata College, Thrikkakara, January 07-09, 2010. (under processing)

9. N – Magic Graphs, *Proceedings of the National Seminar on Discrete and Fuzzy Mathematics and its Applications*, P.G. Department of Mathematics, Mahatma Gandhi College, Iritty, Kannur, August 12-14, 2010 (under processing).

- Author**: Paul Isaac**

1. Simple and semisimple L-modules. *Jl. Fuzzy. Math*., 12(4):121 - 133, 2004, ISSN : 1066-8950.

2. On injective L-modules. *Int. Jl. Mathematics and Math. Sci*., 5:747 - 754, 2005, ISSN : 0161-1712.

3. On projective L-modules. *Iran. Jl. Fuzzy Sys.*, 2(1):19 - 28, 2005, ISSN : 1735-0654.

4. Essential L-submodules of an L-module. *Jl. Fuzzy. Math.*, 15(2):355 - 361, 2007, ISSN : 1066-8950.

5. Semisimple L-modules and split exact sequences of L-modules. *Jl. Fuzzy. Math.*, 15(2):345 - 353, 2007, ISSN : 1066-8950.

6. Exactness in L-module Theory - I. *Int. Rev. of Fuzzy Math*., Vol. 4, Number 1-2, 37-44, 2009, ISSN : 0973-4392.

7. Exactness in L-module Theory - II. *Bull. Kerala Math. Assn.* Vol.5, No.1: 39–47, June 2009, ISSN : 0973-2721.

8. On L-modules. *Proceedings of the National Conference on Mathematical Modelling*, Baselius College, Kottayam, Kerala, India. pages 123–134, March 14-16, 2002.

9. On semisimple L-modules. *Proceedings of the National Seminar on Graph Theory and Fuzzy Mathematics* Catholicate College, Pathanamthitta, Kerala, India. pages 81–90, August 28-30, 2003.

10. Free L-modules and projective L-modules. *Proceedings of the National Seminar on Fuzzy Mathematics and Applications,* Payyanur College, Payyanur, Kerala, India., pages 257–261, January 08-10, 2004.

- Author**: Paul Isaac & Pearly P. John**

1. On intuitionistic fuzzy submodules of a module. *Int. Jl. of Mathematical Sciences and Applications,* Vol.1, No.3:1447-1454, September 2011. ISSN : 0973-2721.

2. IFSM's of an R-Module – A Study. *Int. Math. Forum*, Vol. 7, 2012, No.19, 935-943. ISSN : 0973-2721.

3. Homomorphisms and IFSM's of Quotient Modules. *Int. Math. Forum*, Vol. 7, 2012, No.19, 945-952. ISSN : 0973-2721.

a. Author**: Paul Isaac** (with other co-authors)

4. On the Intuitionistic Fuzzy Normed Linear Space (R^n, A). *Int. Jl. of Fuzzy Mathematics and Systems,* Vol. 2, 2012, No. 2, 95-110, ISSN : 2248-9940. (Co-author: Maya K.)

5. Rough rings and their properties, *Int. Jl. of Math. Archive,* ISSN : 0973-2721. (Communicated) (Co-author: Neelima C.A.)

Publication of K.V. Thomas

1. N. Ajmal & **K.V. Thomas,** Quasinormality and fuzzy normality, *Fuzzy Sets and Systems* Vol.58 (1993) 217-2 25.**Cited by 7.**

2. N. Ajmal & **K.V. Thomas**, The Lattices of fuzzy subgroups and fuzzy normal subgroups, *Information Science*s, Vol. 76(1994)1-11. **Cited by 36.**

3. N. Ajmal & **K.V. Thomas**, Fuzzy Lattices, *Information Science*s, Vol.79 (1994)271-291. **Cited by 38.**

4. N. Ajmal & **K.V. Thomas**, A complete study of the lattices of fuzzy congruences and fuzzy normal subgroups, *Information Science*s, Vol.82, (1995)197-218. **Cited by 18.**

5. N. Ajmal & **K.V. Thomas,** The lattices of fuzzy ideals of a ring, *Fuzzy Sets and Systems*, Vol.74 (1995) 371-379. **Cited by 19.**

6. N. Ajmal & **K.V. Thomas**, The join of fuzzy algebraic substructures of a group and their lattices, *Fuzzy Sets and Systems*, Vol.99 (1998) 213-224. **Cited by 9.**

7. N. Ajmal & **K.V. Thomas** Fuzzy Lattices- I, *Journal of Fuzzy Mathematics*, Vol.10 No.2 (2002)255-274.

8. N. Ajmal & **K.V. Thomas** Fuzzy Lattices- II, *Journal of Fuzzy Mathematics*, Vol.10 No.2 (2002)275-296.

9. N. Ajmal & **K.V. Thomas,** A new blue print for fuzzification: an application to lattices of fuzzy congruences, *Journal of Fuzzy Mathematics*, Vol.7 (1999)499-512. **Cited by 2.**

10. **K.V. Thomas** & Latha S Nair, Quotient of ideals of an intuitionistic fuzzy lattice, *Advances in fuzzy systems* .2010 article ID 781672 (Hindawi Publications). **Cited by 5.**

11. **K.V. Thomas** & Latha S Nair, Rough Intuitionistic fuzzy sets in a lattice. *International mathematical Forum*. Vol6. (2011),1327-1335. **Cited by 3.**

12. **K.V. Thomas** & Latha S Nai,r Rough ideals in a lattice. *International Journal of Mathematics and Applied statistics*. Vol.2, no.2, (2011) pp 95-113.

13. **K.V. Thomas** & Latha S Nair, Rough Fuzzy Ideals in a Lattice, *International Journal of Fuzzy systems and Rough Systems.* 4(1) June 2011 57-62. (Serials India Publications)

14. **K.V. Thomas** & Latha S Nair ,Rough Intuitionistic fuzzy sets in a lattice. *International mathematical Forum*. Vol6. (2011),1327-1335.

15. **K.V. Thomas** & Latha S Nair, Interval valued $(\in, \in \vee q)$ intuitionistic fuzzy lattice and ideals, *Advances in Theoretical and Applied Mathematics*, Vol 6, no. 3 (2011) pp 333-345.

16. **K.V. Thomas** & Latha S Nair, Intuitionistic fuzzy equivalences and congruences in a lattice, *International journal of fuzzy mathematics* Vol 20.no 3.(2012).

17. **K.V. Thomas** & Latha S Nair, Operations on intuitionistic fuzzy ideals of a lattice, *International journal of fuzzy mathematics* Vol 20.no 2.(2012)

18. K. Meena & **K.V. Thomas**, Intuitionistic L- fuzzy subrings, *International Mathematical Forum* Vol. 6, 2011, No.52, 2561-2572**. Cited by 7.**

19. **K.V. Thomas** & Latha S Nair, Intuitionistic fuzzy sublattices and ideals, *Fuzzy Information and Engineering*. Vol.3 no. 3 (sep 2011) pp 321-331. **Cited by 2.**

20. K. Meena & **K.V. Thomas**, Intuitionistic L-fuzzy rings, *Global Journal of Science Frontier Research*, Vol.12, 2012. **Cited by 7.**

8. Author**: Thomas Joseph.** (co-authored with others)

1. A note on Generalized Helicity, *Jl. of Math. and Phy. Sci.*, Vol. 24, No. 6, 1990.

2. Generalized Hydromechanical Variational Principle and Conservation of Potential Vorticity. *Indian Jl. of Pure and Appl. Math*., 26(12), Dec. 1995.

3. Some Conservation Laws for Non-Barotropic Fluids. *Jl. of Mathematical and Physical Sciences*, Vol. 30, No. 2 , April 1996.

4. Generalization of Conservation Laws of Barotropic Fluids. *Proceedings of the 41-st* ISTAM Congress at CUSAT, Dec. 17-20, 1996.

5. Generalization of Fuzzy Numbers, a new approach-I, Proceedings of ISNTAM, BMC, Thrikkakara, Jan 31, Feb 01-02, 2011. (to appear)

6. Generalization of Fuzzy Numbers, a new approach-II, Int. Nat. J. of Math. Sciences and Engg. Appl. (IJMSEA) (to appear).

- Total number of Publication by faculty : 62
- Number of papers published in peer reviewed journals (national / international) by faculty and students : 62
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : 51
- Monographs : Nil

❖ Chapter in Books:

- 6 Research publications of Dr. K.V. Thomas are included in two Chapters of the book *Fuzzy Group Theory* published by Springer Berlin Heidelberg, New York 2005.One Publication of Dr. K.V. Thomas is given in the reference of the Prescribed Text book for B Sc and M Sc Mathematics *Fuzzy Sets and Fuzzy Logic Theory and Applications* by George J Klir and Bo Yuan Published by Prentice-Hall, Inc. Upper Saddle River, New Jersey, USA. ISBN-81-203-1136-1.Three publications are referred in the Text Book Fuzzy Commutative Algebra by John N Modrdeson and Ds Malik,Creighton University, Published by World Scientific Publishing Co. Pvt. Ltd, Singapore. ISBN 981-02-3628-X. Three publications of K.V. Thomas is referred in the Text books on Smarandache Fuzzy Algebra .

  * Books Edited : 1

  * Proceedings of the National Conference on Recent Trends in Discrete and Fuzzy Mathematics sponsored by DST, NBHM (DAE) and CSIR, November 10-12, 2005

  Editors: Paul Isaac, T. Thrivikraman

  * Books with ISBN/ISSN numbers with details of publishers : Nil
  * Citation Index: Mentioned in the publication list
  * SNIP : Nil
  * SJR : Nil
  * Impact factor : Nil

∗ h-index : Nil

20. Areas of consultancy and income generated : : Nil

21. Faculty as members in

a) National committees: Nil b) International Committees **:** Nil c) Int. journal Reviewers: 2

22. Student projects **:**

As a part of Curriculum each student of Semester IVof PG and Semester VIof UG has to submit a project report (one copy is kept in the Dept. library.)

a) Percentage of students who have done in-house projects including inter departmental / programme **:** 100 %

b) Inter departmental projects : Nil

c) Percentage of students placed for projects in organizations outside the institution. i.e. in Research laboratories/Industry/other agencies : Nil

23. Awards/ Recognitions received by faculty and students **:**

1) Dr. Paul Isaac has been awarded Ph.D from Cochin University of Science & Technology, Kerala in May 2006.
2) Dr. Princy K.L. has been awarded Ph. D from Kannur University, Kerala in 2010.
3) Dr. Lissy Jacob has been awarded Ph. D from M.G. University, Kerala in 2013.

24. List of eminent academicians and scientists/ visitors to the department **:**

Sl. No.	Name	Designation	Address	Date	Purpose/Title of the Talk given
1	Prof. (Dr.) T. Thrivikraman	formerly, Head	Department of Mathematics, Cochin University of Science and Technology	15-01-2005	Invited Talk-Foundations of Mathematics
2	Dr. N.Chandrasekaran	Professor	St. Joseph's College, Trichy	10.11.2005	National Seminar- "Discrete Fuzzy Matroids"
3	Dr. T. K. Das	Professor	Department of Mathematics, Faculty of Science, The M. S. University of Baroda, Vadodara-390002	10.11.2005	National Seminar- "Discrete Dynamical Systems – An Overview"
4	Dr. V.Swaminathan	Coordinator & Head	Ramanujan Research center, Saraswathi Narayanan College,Madurai	10.11.2005	National Seminar- "Support Domination In Graphs"

5	Dr. M. S. Samuel	Professor	Mar Athanasius College for Advanced Studies, Tiruvalla, Kerala	11.11.2005	National Seminar- "An Application of Fuzzy Measure in Human Evaluation Process"
6	Dr. Rani Siromoney	Professor	Formerly of Madras Christian College, Chennai	11.11.2005	National Seminar- "A New Efficient Method in DNA Computing to Solve Enumeration Problems that are #P-Complete"
7	Dr. P. Sundaram	Retired Principal	N.G.M. College (Autonomous), Pollachi, Tamil Nadu	11.11.2005	National Seminar- "Fuzzy Topology"
8	Dr. Ramesh Babu	Professor	Manufacturing Engineering Section, Mechanical Engineering Department, IIT Madras	12.11.2005	National Seminar- "Fuzzy Logic Applications in Manufacturing"
9	Dr. Sunil Jacob John	Lecturer (Sr. Scale)	Department of mathematics, National Institute of Technology,Calicut – 673 601, Kerala	12.11.2005	National Seminar- "Multisets for Information Retrieval"
10	Prof. M. I. Jinnah	Professor	University of Kerala, Thiruvananthapuram	12.11.2005	National Seminar- "On Sigma Graphs"
11	Prof. (Dr.) T. Thrivikraman	formerly, Head	Department of Mathematics, Cochin University of Science and Technology	09-02-2006	Invited Talk- Dihedral Groups and Symmetry
12	Dr. Mary Metilda,		Department of Mathematics, Maharajas College, Ernakulum	18-08-2006	Invited Talk-Applications of Mathematics in Day- to- Day Life
13	Dr. A. Vijayakumar	Professor	Department of Mathematics, Cochin University of Science and Technology	19-12-2006	Invited Talk- Graph Theory
14	Dr. M. Jathavedan	Professor	Department of Mathematics, Cochin University of Science and Technology	16-08-2007	Invited Talk- Applications of Mathematics in Architecture
15	Dr. A.M. Mathai,	Director	Centre for Mathematical Sciences, Thiruvananthapuram	12-09-2007	Invited Talk- Fundamentals of Real Analysis and Geometry
16	Dr. Sunny Kuriakose,		UC College, Aluva	14-01-2008	Invited Talk- 3D-Continuity and Differentiability
17	Mrs. Aparna Lakshmanan		St. Xavier's College, Aluva	19-08-2008	Different Interesting Problems in Graph Theory

18	Dr. V.K Ramachandran,		Controller of Examinations, CUSAT (Prof in Statistics CUSAT)	25-08-2009	Some Concepts in Geometry and Their Applications in Real Life
19	Dr. M.N.N. Naboothiri,		Department of Mathematics, Cochin University of Science and Technology	11-10-2009	Invited Talk- Introduction to Wavelet Analysis
20	Dr. Vinodkumar P. B.	Asso. Professor in Mathematics	Rajagiri School of Engineering and Technology, Rajagiri Valley, Kakkanadu, Kochi-682 039	07-01-2010	National Seminar- "Topology of Digital Images"
21	Prof. (Dr.) M. Ramachandrakaimal	formerly	Department of Computer Science, University of Kerala	07-01-2010	National Seminar- "Algorithms and Their Analysis"
22	Dr. A. Unnikrishnan (Chief Guest)	Scientist G cum Associate Director	NPOL, Thrikkakara	07-01-2010	National Seminar- inaugurated the National Seminar & delivered the Keynote Address
23	Dr. N. Krishnan Moothathu	formerly, Director	Joint Cipher Bureau, Ministry of Defence, Govt. of Inadia, N.Delhi	08-01-2010	National Seminar- "Mathematics in Cryptography"
24	Dr. N.Chandrasekaran	formerly	St. Joseph's College, Trichy	08-01-2010	National Seminar- "Mapcode Machines"
25	Dr. N. Sreedharan	formerly	Alagappa University, Karaikudi, Tamil Nadu	08-01-2010	National Seminar- "Mapcode Algorithms"
26	Mr. K. Santle Camilus	Research Scholar	Department of Computer Science & Engineering National Institute of Technology, Calicut	08-01-2010	National Seminar- "Mathematics in Computer Science"
27	Dr. Rajkumar Dare		Madras Christian College, Chennai	09-01-2010	National Seminar- "Topological Aspects of Automata Theory"
28	Dr. K. Murali Krishnan		National Institute of Technology, Calicut	09-01-2010	National Seminar- "Computability/Complexity and Connections to Set Theory"
29	Dr. Mini P. Balakrishnan		Department of Physics, Providence Women's College, Calicut	09-01-2010	National Seminar- "Fractals and Computer Graphics"
30	Prof. (Dr.) T. Thrivikraman	formerly, Head	Department of Mathematics, Cochin University of Science and	09-01-2010	National Seminar- "Topology for Computer

			Technology		Science"
31	Dr. Vinodkumar P.B.	Professor	RASET, Kakkanadu	03-02-2010	Invited Talk- Introduction to Fractals
32	Sr. Dr. Thresiamma T.K	Formerly	Department of Mathematics, BMC, Thrikkakara	10-09-2010	Invited Talk- Significance of the learning Mathematics
33	Prof. (Dr.) V.P.N. Namboori	Director	International School of Photonics CUSAT	31-01-2011	International Seminar-Key note address
34	Prof. (Dr.) V. Kannan, Pro-Vice Chancellor		University of Hyderabad	31-01-2011	International Seminar-invited speaker
35	Prof. (Dr.) N. Jayasankaran,	Advisor for Chancellor,	NMIMS University, Mumbai	31-01-2011	International Seminar-invited speaker
36	Prof. (Dr.) D. Kannan		Department of Mathematics, University of Georgia, USA	31-01-2011	International Seminar-invited speaker
37	Prof. (Dr.) L. Hazareesingh		Mesabi Range Comm and Tech College, Virginia, Minnesota 55792, USA	01-02-2011	International Seminar-invited speaker
38	Prof. (Dr.) Mohammad Ekramol Islam		Department of Business Administration, Northern University, Bangladesh, Dhakka	01-02-2011	International Seminar-invited speaker
39	Prof. (Dr.) Bhamini M. P. Nayar		Department of Mathematics, Morgan State University, Baltimore, MD, USA	01-02-2011	International Seminar-invited speaker
40	Prof. (Dr.) T. Thrivikraman	formerly, Head	Department of Mathematics, Cochin University of Science and Technology	02-02-2011	International Seminar-invited speaker
41	Prof. (Dr.) A. Krishnamoorthy	formerly, Head	Department of Mathematics, Cochin University of Science and Technology	02-02-2011	International Seminar-invited speaker
42	Dr. V. M. Chandrasekaran,	Sr. Prof.	Dept. of Mathematics(SAS) VIT University, Vellore	02-02-2011	International Seminar- invited speaker
43	Prof. (Dr.) M.I. Jinnah,	Formerly, Head	Department of Mathematics, University of Kerala	02-02-2011	International Seminar- invited speaker
44	Prof. Neelakanta Sharma	Head	St. Paul's College, Kalamassery, Ernakulam	17-07-2011	Invited Talk- Ramanujan's contributions in Mathematics and Diophantine Equations

25. Seminars/ Conferences/Workshops organized & the source of funding

National - 2 International - 1 Regional - 5

Nature	No. of Seminars	Name of the Conference	Name of funding Agency	Dates & Year
National	1	National Seminar on Mathematics for Computer Science (in association with KMA)	NBHM (DAE) and CSIR	January 07-09, 2010
International	1	New Trends in Applications of Mathematics (in association with KMA)	CSO (Central Statistical Office) New Delhi.	January 31 &, February 1-2, 2011
Regional	5	(i)Fundamentals of Real Analysis and Geometry & Applications of Fuzzy Set Theory	BMC	Sept 12, 2007
		(ii)Some Concepts in Geometry and Their Applications in Real Life	BMC	Aug 25, 2009
		(iii)Fuzzy Sets and its Applications	BMC	November 12, 2010
		(iv)Ramanujan's Contributions in Mathematics and Diophantine Equations	BMC	July 17, 2011
		(v)Morphology & Image Processing	BMC	Jan 23, 2013

26. Student profile programme/course wise :

Year of Admission	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				M	F	
2009-10	B.Sc	578	28	5	23	96.4
	M.Sc	64	12	-	12	84.6
2010-11	B.Sc	514	36	8	28	94
	M.Sc	71	12	0	12	-
2011-12	B.Sc	CAP	33	9	24	-

Year of Admission	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				M	F	
	M.Sc	CAP	12	2	10	-
2012-13	B.Sc	CAP	33	10	23	-
	M.Sc	CAP	12	1	11	-

27. Diversity of Students

Year of Admission	Name of the Course/programme (refer question no. 4)	% of students from the same state	% of students from other States	% of students from abroad
2009-10	B.Sc	97	3	Nil
	M.Sc	92	8	Nil
2010-11	B.Sc	97	3	Nil
	M.Sc	92	8	Nil
2011-12	B.Sc	97	3	Nil
	M.Sc	100	Nil	Nil
2012-13	B.Sc	97	3	Nil
	M.Sc	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :

NET : 4 Others: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	10 %
PG to M.Phil.	1 %
PG to Ph.D.	1 %
Employed • Campus selection • Other than campus recruitment	2 % 25 %
Entrepreneurship/Self-employment	15 %

30. Details of Infrastructural facilities

a) Library: The department has a well stocked library with around 2400 books which meets the needs of the UG & PG students and teaching staff of the department. This includes Journals also.

b) Internet facilities for Staff & Students: The computer lab is well equipped with 9 computers with internet connection, including two laptops, two laser printers, one photocopy machine, a HP scanner and an LCD Projector. We have applied for fund to upgrade and equip the lab with more computers to meet the need of the staff & the students.

c) Class rooms with ICT facility **:** One classroom is facilitated with wall mount LCD projector and Interactive Board

d) Laboratories : Computer Lab with nearly 10 Computers

31. Number of students receiving financial assistance from college, university, government or other agencies : SC-7, FC-1, SEBC-1, OEC-8.

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts :

Sl.No	Topic	**Name of the Expert**	Date/Period
1	Foundations of Mathematics	Dr. T. Thrivikraman, CUSAT	Jan 15, 2005
2	Dihedral Groups and Symmetry	Dr. T. Thrivikraman, CUSAT	Feb 9, 2006
3	Applications of Mathematics in Day- to- Day Life	Dr. Mary Metilda, Maharajas College, Ernakulum on	Aug 18, 2006
4	Inventions and Inventors in World Mathematics	Dr. A. Vijayakumar, CUSAT	Dec 19, 2006
5	Applications of Mathematics in Architecture	Dr. M. Jathavedan, Professor Dept. of Mathematics CUSAT	Aug 16, 2007
6	Fundamentals of Real Analysis and Geometry	Dr.A.M.Mathai, Director, Centre for Mathematical Sciences, Thiruvananthapuram	Sept 12, 2007
7	Applications of Fuzzy Set Theory	Dr. T. Thrivikraman, formerly, CUSAT	Sept 12, 2007
8	3D-Continuity and Differentiability	Dr. Sunny Kuriakose, UC College, Aluva	Jan 14, 2008
9	Different Interesting Problems in Graph Theory	Mrs. Aparna Lakshmanan, St. Xavier's College, Aluva	Aug 19, 2008
10	Some Concepts in Geometry and Their Applications in Real Life	Dr. V.K Ramachandran, Dept of Mathematics CUSAT	Aug 25, 2009
11	Introduction to Wavelet Analysis	Dr. M.N.N. Naboothiri, CUSAT	Oct 11, 2009
12	Introduction to Fractals	Dr. Vinodkumar P.B.	Feb 3, 2010
13	Significance of the learning Mathematics	Sr. Dr. Thresiamma T.K., formerly BMC.	Sept 10, 2010
14	Some Remarkable Numbers	Dr. Vinodkumar P.B.	
15	Fuzzy Sets and its Applications	Dr. K.V. Thomas, BMC	Nov 12, 2010
16	Ramanujan Number and Ramanujan's contributions in Mathematics	Prof. Neelakanta Sharma, St. Paul's College, Kalamassery	July 17, 2011
17	Add-on course in Windows, MS Office & Internet	Sri. Shaju P.M., Aluva	5 Saturdays in Feb- Mar, 2012
18	Some Mathematical Experiments	Prof. Valentine D'Cruze	July 14, 2012

33. Teaching methods adopted to improve student learning : Besides conventional lecture method, the following methodologies are also practiced:

-Giving assignments on a regular basis.
-Assigning seminar topics to all students according to syllabus.
-Asking questions about previous classes every day.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: The department supports all ISR and extension activities conducted by the college. Apart from this the department staff and students regularly visit nearby old age homes and give gifts to the inmates during festivals.

35. SWOC analysis of the department and Future plans. **:**

Strength: Majority of the teachers are PhD holders with many publications to their credit. The department is a recognized research centre. Two PhDs were produced by the department. The students are highly motivated in various topics of Research, especially in Fuzzy mathematics where most of the faculty members of the dept. did their research. The discipline maintained in the department, excellent teaching, team spirit are other strengths of the department.

Weakness: Poor standard of students joining the programme and inadequate communication skills.

Opportunities: There is a demand for NET qualified PG students for lectureship. PG students with B. Ed are well placed in various higher secondary /High schools. Mathematics degree students with good communication skills are getting jobs through campus placement and from other agencies.

Future Plan:

- Conduct National Seminar in recent research areas.
- Conduct NET coaching for PG students.
- Conduct workshops in Mathematics for teachers & PG students.
- Convert all class rooms into ICT enabled class rooms.
- Use the resource of teachers as resource person to other institution.

Evaluative Report of Physics Department

1. Name of the department : Physics

2. Year of Establishment :1980

3. Names of Programmes / Courses offered :

B.S c Physics (Model I) with Mathematics & Chemistry as complementary Subjects; B.S c Physics (Model II) with Mathematics & Computer Science as complementary Subjects.

4. Names of Interdisciplinary courses and the departments/units involved:

- Complementary courses Mathematics and Chemistry are offered by the department of Mathematics and Chemistry respectively.
- Computer Applications is offered to Physics Model II students as Vocational subjects.
- Open Course-

  Energy and Environmental Studies (Students from all UG departments)

  Amateur Astronomy (Students from all UG departments)
- Add-on course- (i) Office Automation(2011-12onwards) (ii) Fundamentals of Nanotechnology (2012-13 onwadrs).

5. Annual/ semester/choice based credit system (programme wise):

Both UG courses are in the choice based credit and semester system.

6. Participation of the department in the courses offered by other departments:

Complementary Course in Physics is offered to the students of the department of Mathematics and Chemistry.

The students of physics department attend open courses conducted by the department of English, Economics, Zoology, Botany, Chemistry, Malayalam, Physical Education and Commerce.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :Nil

8. Details of courses/programmes discontinued (if any) with reasons :Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	7	7
Asst. Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	**Qualification**	**Designation**	**Specialization**	**No.of Years of experience**
K.A. Augusthy	M .Sc, M. Phil	Asso. Prof	Industrial Physics	33
Babu P V	M.Sc M.Phil	Asso. Prof.	Electronics	32
Rosamma.K.Joseph	M.Sc M.Phil	Asso. Prof	Electronics	29
Prince J. Jose Villa	M.Sc M.Phil	Asso. Prof	Electronics	27
Dr. Aype Thomas (On Leave)	M.Sc , PhD	Asso. Prof	Electronics	27
Regi Augustine	M.Sc, M.Phil	Asso. Prof	Industrial Physics	26
Jessy George	M.Sc M.Phil	Asso. Prof	Material Science	24
Dr. Beena Mary John	M.Sc,NET, Ph.D, PDF	Asst. Prof	Holography, Optics, Material Science	3
Dr. John T Abraham*	M Sc, MCA, M Tech, MPhil, PhD	Assist. Prof.	Computer Applications	1

*Seven research scholars are registered under Dr. John T Abraham for PhD Programme.

11. List of senior visiting faculty

1) Prof. V.C. Chummar
2) Prof. Jose Xavier

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 12.5 %

13. Student -Teacher Ratio (programme wise) 17:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Total 3

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

No. of Teachers with M Phil – 7

No. of Teachers with Ph D - 3

16. Number of faculty with ongoing projects from a) National b) International funding agencies

and grants received:

i. Dr. Aype Thomas, Associate Professor, is pursuing his researches on oceanography at Department of Earth, Ocean and Atmospheric Science, Florida State university, USA

ii. A project proposal entitled "Fabrication of an Eco-friendly Polymer Based Polarizer" has been submitted by Dr. Beena Mary John to UGC under the minor project scheme. (Amount-Rs. 2,00,000/-)

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: Nil

19. Publications:

a) Publication per faculty

Name of the faculty	No.of publications	National	International
Dr. Aype Thomas	12	9	3
Dr. Beena Mary John	28	20	8
John T Abraham	11	2	9

List of Publications: –

Dr. Aype Thomas

1. Krishnamurti, T. N., **A. Thomas**, Anu Simon, Vinay Kumar,: Desert Air Incursions, an Overlooked Aspect, for the Dry Spells of the Indian summer Monsoon. J. Atmos. Sci., **67**, 2010,3423–3441.
2. Krishnamurti, T.N, Anu Simon, Akhilesh Misra, **A Thomas**,: Review: Current Research on Clouds and Precipitation in my Laboratory. Workshop Proceedings, ECMWF-JCSDA Workshop on Assimilating Satellite Observations of Clouds and Precipitation into NWP Models, 2010,0-29.
3. Krishnamurti, T.N, **A Thomas**, Anu Simon and Vinay Kumar: Antecedents of the dry spells of the Indian summer monsoon. Mausam, Diamond Jubilee Volume, , 2009, 115-126.
4. Krishnamurti, T. N., **A. Thomas**, Anu Simon, Vinay Kumar, 2010: Desert Air Incursions, an Overlooked Aspect, for the Dry Spells of the Indian Summer Monsoon. J. Atmos. Sci., **67**, 3423–3441. doi: 10.1175/2010JAS3440.1

5. Krishnamurti, T.N, Anu Simon, Akhilesh Misra, **A Thomas**,: Review: Current Research on Clouds and Precipitation in my Laboratory. Workshop Proceedings, ECMWF-JCSDA Workshop on Assimilating Satellite Observations of Clouds and Precipitation into NWP Models, 2010,0-29.
6. **Aype Thomas** and Anu Simon, Controls on convective rainfall of Kerala by Orography and low level jet stream. Extended abstracts, International Conference on Mesoscale Processes in Atmosphere, Ocean and Environmental Systems'14-02-2006 to 17-02-2006 at Centre for Atmospheric Sciences, Indian Institute of Technology, Delhi.
7. Anu Simon, K. Mohankumar**, Aype Thomas** and C.K. Rajan 2006 Atmospheric Moisture during Monsoon 2002– ARMEX Phase. Extended abstracts, National Workshop on Arabian Sea Monsoon Experiment (ARMEX) Data Analysis and Modelling. 19-04-2006 to 21-04-2006 organised by National Institute of Oceanography (NIO) sponsored by DST, Govt. of India, New Delhi.
8. **Aype Thomas,** C.K. Rajan and Anu Simon 2006 Prospects for Long-Range Prediction of Monsoon Rainfall of Kerala, Proceedings of Tropmet 2006-National Symposium On Role Of Meteorology In National Development. 21-11-2006 to 23-11-2006 at Indian Institute of Tropical Meteorology, Pune.
9. **Aype Thomas**, Anu Simon and Joseph P.V, Monsoon rainfall droughts of India during 1987&2002. Extended abstracts, Inter National Conference on 'Scale Interaction & Variability of Monsoon'2003.
10. Joseph P.V, Anu Simon, Venu G Nair, **Aype Thomas**,: Intra Seasonal Oscillations (ISO) of South Kerala during summer monsoons of 1901 to 1995. Proc. Indian Academy Of Sciences (Earth and Planetary Sciences), 113, 2, 139-150,2004.
11. **Aype Thomas** and Anu Simon, Genesis Of Monsoon Depressions triggered by Tropical Cyclones of North-West Pacific Ocean Extended abstracts**,** International Symposium on Natural Hazards, Hyderabad, India,2004.
12. Krishnamurti, T. N., A Simon, **Aype Thomas**, Akhilesh Mishra, Dev Sikka, Dev Niyogi,Arindam Chakraborty, Modeling Of Forecast Sensitivity On The March Of Monsoon Isochrones From Kerala To New Delhi, The First 25 Days. Submitted to J. Atmos. Sci. (Manuscript Number: JAS-D-11-0170) 2011.

Dr. Beena Mary John

1. Jyothilakshmi K, Arathy K, Anju K.S, Krishna P.B, Sruthy C.T, Maria Chacko, Abarna Asokan M.A, **Beena Mary John**, "The feasibility of using methylene blue sensitized polyvinylalcohol film as a linear polarizer" under review for publishing at AIP proceedings

2. **Beena Mary John**, Rani Joseph, K. Sreekumar, C. Sudha Kartha, "Effect of chromium doping on the diffraction efficiency of methylene blue sensitized PVA/acrylamide films", J. Mat. Sci: Mater Electron., 20, S216-S220 (2009)

3. **Beena Mary John,** "Fabrication and Characterization of Dye Sensitized Polymer Films for Holographic Applications", Kiran, 20(1), 12-17 (2009)

4. C.P.Jisha, V.C.Kishore, **Beena Mary John**, V.C.Kuriakose, K.Porsezian, C Sudha Kartha, "Self-written waveguide in methylene blue sensitized poly(vinyl alcohol)/acrylamide photopolymer material", Appl.Opt., 47(35),6502-6507 (2008).

5. **Beena Mary John,** Ushamani M, K.Sreekumar, Rani Joseph, C.Sudha Kartha, "Enhancement of Diffraction Efficiency and Storage Life of Poly (Vinyl Chloride) Based Optical Recording Medium with the Incorporation of an Electron Donor", Appl. Opt., 46(3) 346-350 (2007).

6. **Beena Mary John**, Rani Joseph, K.Sreekumar, C.Sudha Kartha, "Copper Doped Methylene Blue Sensitized Poly (vinyl alcohol)-Acrylamide Films for Stable Diffraction Efficiency", Jpn. J.Appl.Phys., 45(11) 8686-8690 (2006).

7. **Beena Mary John**, M.Ushamani, Rani Joseph, K.Sreekumar, C.Sudha Kartha, "Reusable recording medium based on MBPVA and vinyl acetate", J. Mod. Opt., 53(3) 343-355 (2006).

8. **Beena Mary John**, Rani Joseph, K. Sreekumar, C Sudha Kartha, "Self-enhancement of Diffraction Efficiency in MBPVA/Acrylamide Films", Ed. By M.K.Jayaraj, Optoelectronic Materials and thin films, Allied Publishers, Pvt. Ltd., (ISBN 81-7764-978-7), pp.592-599 (2006)

9. C.P.Jisha, **Beena Mary John**, V.C.Kishore, V.C.Kuriakose, K.Porsezian, C Sudha Kartha, "Three dimensional Self-written optical waveguide in a photopolymer", Ed. By M.K.Jayaraj, Optoelectronic Materials and thin films, Allied Publishers, Pvt. Ltd., (ISBN 81-7764-978-7), pp.644-6499 (2006)

10. Jyothilakshmi K, Arathy K, Anju K.S, Krishna P.B, Sruthy C.T, Maria Chacko, Abarna Asokan M.A, **Beena Mary John**, "The feasibility of using methylene blue sensitized polyvinylalcohol film as a linear polarizer" accepted for presentation at the international conference on optoelectronic materials for advanced technology" (OMTAT-13) to be held at Kochi , Jan 3-5, 2013

11. **Beena Mary John**, Rani Joseph, K. Sreekumar, C. Sudha Kartha, "Fabrication and Characterization of Dye Sensitized Polymer Films for Holographic Applications", NLS, Delhi, 8-10, Jan. 2009

12. **Beena Mary John**, Rani Joseph, K. Sreekumar, C. Sudha Kartha, "Effect of chromium doping on the diffraction efficiency of methylene blue sensitized PVA/acrylamide films", ICOOPMA 2007, London, 30 July-3 Aug.2007

13. **Beena Mary John**, Ushamani M, Rani Joseph, K.Sreekumar, C.Sudha Kartha, "Influence of butyl acrylate on the diffraction efficiency of PVC based holographic recording medium" CTMS-07, Chengannur, Kerala, 25-27 March 2007.

14. **Beena Mary John**, Pramitha V, Nimmi K.P, K.Sreekumar, Rani Joseph , C.Sudha Kartha, "A Photopolymerizable holographic recording media with spectral sensitivity in the entire visible region" 31st OSI symposium, Baroda,1-3 March ,2007

15. **Beena Mary John**, Rani Joseph, C.Sudha Kartha, "A new self-developing and stable copper doped photopolymer system for holographic applications" 19th Kerala Science Congress, Kannur ,29-31 Jan.2007

16. **Beena Mary John**, Rani Joseph, K Sreekumar, C.Sudha Kartha, "Red Sensitive Photopolymer for Permanent Holographic Storage", Photonics 2006, Hyderabad, December 13-16, 2006

17. **Beena Mary John**, Saji John K, Rani Joseph, K Sreekumar, C.Sudha Kartha, "Improvements in the holographic performance of DCPVA films due to the incorporation of a photopolymerizable monomer", ICOOPMA 2006, July17-22, 2006 (not presented)

18. **Beena Mary John**, Ushamani M, Sreekumar K, Rani Joseph, C. Sudha Kartha, "Methacrylic acid monomer for enhancing the storage life of gratings recorded on methylene blue sensitized PVA-vinyl acetate films" 17th AGM MRSI, Lucknow , 13-15 Feb 2006

19. **Beena Mary John**, K. Sreekumar, Rani Joseph, C Sudha Kartha, "Effect of Copper Chloride on the Diffraction Efficiency of MBPVA/acrylamide films", ICOL 2005, Dehradun, December12-15, 2005

20. **Beena Mary John**, Rani Joseph, K. Sreekumar, C Sudha Kartha, "Self-enhancement of Diffraction Efficiency in MBPVA/Acrylamide Films", OMTAT-05, Kochi, October 24-27, 2005.

21. C.P.Jisha, **Beena Mary John**, V.C.Kishore, V.C.Kuriakose, K.Porsezian, C Sudha Kartha, "Three dimensional Self-written optical waveguide in a photopolymer", OMTAT-2005, Kochi, October 24-27, 2005. (2^{nd} best poster award)

22. **Beena Mary John**, Ushamani.M, Rani Joseph, K.Sreekumar C.Sudha Kartha, "Role of Vinyl Acetate Monomer in the Diffraction Efficiency of Poly (Vinyl Alcohol) Film" 16^{th} AGM MRSI, NCL, Pune ,10-12 Feb 2005

23. M Ushamani, **Beena Mary John**, C Sudha Kartha, K Sreekumar, Rani Joseph, "Studies on methylene blue doped poly (vinyl chloride): butyl acrylate films for holographic recording", OPTO-Ireland 05, Dublin, 4 – 6^{th} April 2005 (not presented)

24. **Beena Mary John**, Ushamani.M, Nisha V.S, R Joseph, K.Sreekumar C.Sudha Kartha, "MBPVA-Vinyl Acetate: A New Reusable Medium For Holographic Recording", Photonics West 05, San Jose, 22-27^{th} January 2005. (not presented)

25. Ushamani.M, Nisha V.S, **Beena Mary John**, K.Sreekumar C.Sudha Kartha, Rani Joseph, "Preparation and characterization of a new photopolymerizable holographic material based on polyvinyl alcohol and vinyl acetate", MACRO-2004, Trivandrum, 12-14^{th} Dec 2004.

26. **Beena Mary John**, Nisha V.S, Ushamani.M, Rani Joseph, K.Sreekumar C.Sudha Kartha, "MBPVA/ acrylamide system for holographic recording using red, green and blue lasers", 15^{th} AGM MRSI, BHU, Varanasi ,Feb 2004

27. Nisha V.S, Ushamani.M, **Beena Mary John**, K.Sreekumar, C. Sudha Kartha, Rani Joseph, "Diffraction efficiency measurement on Eosin doped Poly (vinyl alcohol) using 488nm line of Ar^{+} ion laser", 15^{th} AGM MRSI, BHU, Varanasi, Feb 2004

28. **Beena Mary John**, Ushamani M., Nisha V.S, Rani Joseph, K.Sreekumar, C. Sudha Kartha, "Effect of electron donors on diffraction efficiency of MB PVA/PAA Blend", APT 04, Cochin, Jan16-17, 2004.

29. Nisha V.S, Ushamani M, **Beena Mary John**, C. Sudha Kartha, K.Sreekumar, Rani Joseph, "Characterization of Eosin dye doped PVA medium for holographic recording using Ar^+ Laser beam", APT 04, Cochin, Jan16-17, 2004. (2^{nd} best poster award)

Dr. John T. Abraham

1. **John T. Abraham** , Sunny Joseph Kalayathankala, G. Suresh Singh and Sabu Joseph - Similarity Measures of Ordered Intuitionistic Fuzzy Sets- International Journal of Fuzzy Mathematics and Systems-ISSN 2248-9940 Volume 1, Number 2 (2011), pp. 155-159 © Research India Publications http://www.ripublication.com

2. **John T. Abraham** , SwapnaK.Cherian- Cloud Computing as an Innovative Technique for Business Intelligence- Allied Publishers Pvt.Ltd. ISBN 978-81-8424-622-3 pp.83-88
3. **John T. Abraham** , Swapna K. Cherian and B. Johnson- Compliance to Business Standard and Sustainable Growth throughCSR - Corporate Ethics & Whistle Blowing- International Journal of Enterprise and Innovation Management Studies (IJEIMS) Vol. 2 No. 1-January – June 2011 pp.37-40- ISSN : 0976-2698
4. **John T. Abraham**, P.X.Shajan, N.J.R.Muniraj, "Design and Implementation of 3D DWT for 4D Image Based Noninvasive Surgery", International Conference on Advances in Computing and Communications (ACC-2011), July 22-24, 2011, ISBN 978-3-642-22719-6, ACC2011, PARTT iii, CCIS 192, PP 168-177,2011. SPRINGER-VERLAG BERLIN HEIDELBERG 2011. http://resources.metapress.com/pdf-preview.axd?code=m730ph68n56p411v&size=largest
5. **John T. Abraham**, P.X.Shajan, N.J.R.Muniraj -"Review paper on 3D –DWT for video coding", CiiT International journal, August 2011, ISSN 0974, DOI: DIP082011019, Print: ISSN 0974 – 9691 & Online: ISSN 0974 – 9586.
6. **John T. Abraham**, P.X.Shajan, N.J.R.Muniraj -"Modified DA-DWT based 3D DWT Architecture for Medical Image/Video Processing", Ciit International journal, November 2011, DOI: DIP112011010, Print: ISSN 0974 – 9691 & Online: ISSN 0974 – 9586.

7. SwapnaK.Cherian, **John T. Abraham**, B.Johnson, -"A Review of Safety in Public Transport in Kerala" Journal of Science, Technology and Management, Vol 04 No.02,July-Sept 2011, ISSN No:0974-8334
8. **John T. Abraham**, SwapnaK. Cherian, and K. Mathew-Cloud Computing as an Innovative Technique for Business Intelligence, International Journal of Mathematics and Engineering with Computers, Volume: 2 Issue No. :1-2 (2011) Pages : 1– 5,International Sciences Press, ISSN: 2230-8911.
9. **Dr. John T. Abraham** &Swapna K. Cherian-"Data mining application in transport sector with special reference to the road accidents in Kerala"- International Journal of Research in computer application & management-A monthly double-blind peer reviewed refereed open access international e-journal - included in the international serial directories-www.ijrcm.org.in, volume – II, issue - vi (june, 2012), ISSN 2231 – 1009
10. **Dr. JohnT. Abraham**- "Data mining as a research strategy for Customer Relationship Management"- International journal of Advances in Knowledge Engineering & Computer Science "-Vol 1, Issue 2,June 2012,ISSN 2277-6923
11. **Dr. JohnT. Abraham**, P.X.Shajan, N.J.R.Muniraj- Performance Evaluation of Wavelet based Image Registration Algorithm"- International Journal of Emerging Trends in Engineering and Development- ISSN 2249,Issue 2, Vol 5, Jul 2012.

20. Areas of consultancy and income generated -

Dr. Beena Mary John has a Technology transfer with M/S. Light Logics Holography & Optics. Pvt. Ltd., Thiruvananthapuram, India. regarding the fabrication of two red sensitive holographic photopolymer films.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards etc.

Prof. **Jessy George**-

Executive committee member of APT

Dr. Beena Mary John-

Member –i) Optical Society of India(OSI, member)

ii) Indian Laser Association (ILA, Life Member),

iii) APT (Life Member)

iv) Material Research Society of India (MRSI, Life Member)

Dr. John T. Abraham-

Editorial Board Member – American Society of Science and Engineering.

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

2010-11 - 100 %

2012-13 - 100 %

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies

2011-12 - Vivek Godan Namboothiri (III BSc. Physics) has done a project at CUSAT under the guidance of Dr. Ramesh Babu

23. Awards/ Recognitions received by faculty and students

Faculty

1. Dr. Beena Mary John- Best PhD Thesis Award (2008) by Indian Laser Association (National)
2. Dr. Beena Mary John- 2nd Best Poster Award for research paper presented at the international conference *OMTAT-2005*, Kochi, October 24-27, 2005
3. Dr. Beena Mary John -2nd Best Poster Award for research paper presented at the international conference *APT 04*, Cochin, Jan 16-17, 2004

Students

1. Athul C. Arun - 3rd place in the Final Phase of All Kerala Physics Talent Search Exam conducted by APT(2012- 13).
2. Vivek Godan Namboothiri - 6th position in the All Kerala Physics Talent Search Exam conducted by APT (2011).
3. Rassena Ismael (III BSc Physics) & Athul C.Arun (I BSc Phy-Voc) - Third place in Intercollegiate Quiz Competition held at St. Theresa's College, Ernakulam on 18.12.2012.
4. Vinu V John (3rd yr Physics)- Won 3rd prize in the University Cycling Championship.
5. Vishnu Joshi is a member of the Kerala State Boxing Team and is a national player. He secured first place in 81-kg weight category Youth Men Kerala State Boxing Championship held at LNCPE,Kariavattom, Trivandrum.
6. Vivek Godan Namboothiri and Habeebu (3rd D.C.Physics) won 3rd prize in the Prof . Mohan Kurian Memorial, All Kerala Quiz Competition in Physics held at

C .M.S College, Kottayam.

7. Vivek Godan Namboothiri (3rd Phy) won 2nd prize in the Prof. Itoop Mathew and Prof. N.Vijayan Endowment Inter Collegiate Seminar Competition in Physics.(13th JAN2012).
8. Vivek Godan Namboothiri (3rd phy) and Vishnu K.D.(3rd zoo) won 1st prize in the Sahodaran Ayyappan Memorial inter collegiate Quiz competition held in the College of Education, Poothotta .
9. Vivek Godan Namboothiri and Habeebu (3rd D.C.Physics) won 3rd prize in the quiz competition conducted by BPCL Cochin Refineries in connection with Oil and Gas Conservation fortnight celebration.
10. Many advanced learners got admissions in central universities is another achievement of the department.

24. List of eminent academicians and scientists/ visitors to the department

1. Dr. V.P.N. Namboothiri- CUSAT
2. Dr. P.V. Joseph- Professor of Emeritus CUSAT Atmospheric Science
3. Dr. N. Shaji, Professor ,Maharajas College
4. Dr. Benn Jose on 20.12.2011
5. Prof. Dr. M.A. Ittyachan ,former Director of SPAP, M.G .University, Kottayam
6. Prof. C.P. Girijavallabhan , , CUSAT
7. Dr Sudha Kartha CUSAT.
8. Dr P.N.B. Moosid ,Sr. Scientist of NPOL.
9. Dr Godfrey Louis. Professor and Head of the Department of Physics, CUSAT
10. A Mr. Thomas Dominic Support Engineer, SISCO, Bangalore.
11. Dr.Punnan Kurian, Dept. of Zoology, St. Mary's College, Manarkad

25. Seminars/ Conferences/Workshops organized & the source of funding :Nil

26. Student profile programme/course wise:

Name of the Course/programme	**Applications received**	**Selected**	**Enrolled *M *F**	**Pass percentage**
BSc Physics-2010-13	612	24	13 11	83
BSc Voc. Physics 2010-13	51	20	11 09	53

Name of the Course/programme	Applications received	Selected	Enrolled *M *F	Pass percentage
BSc Physics 2009-12	717	22	09 13	73.3
BSc Voc. Physics 2009-12	73	19	11 08	89.4

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
III B.Sc.	100%	Nil	Nil
II B.Sc.	100 %	Nil	Nil
I B.Sc.	98.04%	1.96 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? : Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	**18%**
PG to M. Phil.	**5 %**
PG to Ph.D.	**1 %**
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	 2 % 20 %
Entrepreneurship/Self-employment	42 %

30. Details of Infrastructural facilities

a) Library - Well equipped library with 1200 books.

b) Internet facilities for Staff & Students –

10 PC s are connected with internet.

21 Computers are available for the students.

c) Class rooms with ICT facility-

Projectors and Laptops are provided for use in the classrooms.

d) Laboratories- Two well equipped labs are available.

31. Number of students receiving financial assistance from college, university, government or other agencies

2011-12

I B. Sc.	**II B. Sc.**	**III B.Sc.**
KPCR – 16	KPCR - 21	KPCR - 16
SC/ ST-4	SC/ ST-4	SC/ ST-1

2012-13

I B. Sc.	**II B.Sc.**	**III B. Sc.**
KPCR – 10	KPCR - 19	KPCR - 22
SC/ ST-24	SC/ ST-4	SC/ ST- 4
STLA - 1		

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

The following programmes were conducted by eminent academicians from nearby Institutions/ Universities:

- Seminar on "Methodology of Physics " by Dr. VPN Nampoori, CUSAT on 30.10.2012
- Seminar on “Higgs Boson” by Dr. N. Shaji, Professor ,Maharajas College, Ernakulam on 11.07.2012
- Seminar on “Global Warming “ by Dr. P.V. Joseph on 14.07.2010
- Seminar on “Astro Physics “ by Dr. Benn Jose on 20.12.2011
- Talk by Prof. Dr. M.A. Ittyachan ,former Director of SPAP, M.G .University, Kottayam
- Prof.C.P. Girijavallabhan , Founder Director of International School of Photonics, Director of Centre of Excellence in Lasers and Optoelectronic Science, CUSAT
- The inaugural session of Physics association followed by an informative talk by

Dr Sudha Kartha on the topic 'Holography'.

- An informative talk by Dr P.N.B.Moosid ,Sr. Scientist of NPOL.
- Dr Godfrey Louis An internationally known Astrobiologist, Professor and Head of the Department of Physics, CUSAT gave a wonderful talk on the 'Red Rain Phenomenon of Kerala'.
- A Lecture on "Relevance of Physics for better Living" done by Prof. V.C. Chummar (Rtd. Professor, Bharata Mata College , Thrikkakara) on 12-08-2010.
- A seminar on "Basics of Networking" is done by Mr. Thomas Dominic (Support Engineer, SISCO, Bangalore on 14-10-2010.
- A video presentation on "Einstien, E=mc2 conductd on 28-02-2011(FN).
- Four of our students Nandakrishan K.A.Prakash Soman, Anupriya P. and Amrutha K.J. participated in the one day Workshop on Innovative Experiments and Projects in Physics organized by the Dept. of Physics, Union Christian College, Aluva, in association with Indian Association of Physics Teachers, Kerala region.

33. Teaching methods adopted to improve student learning

Feedback based Coaching, Remedial Coaching; Test Papers etc are the regular part of teaching. Power Point presentations are instrumental in both teaching of the subjects and also in presentation of student projects. Group discussions, quiz programs and debates are organized for students on current and relevant topics. Student groups are taken on visits to academically important places. Eminent resource persons are invited to conduct seminars on topics of interest; students are also encouraged to attend similar seminars at other colleges/institutions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- An Organ Donation Awareness Seminar was conducted by the department on 11.12.2012. Rev. Fr. Davis Chiramel (Chairman, Kidney Federation of India) and Mr. Vasanth Shenoy(Joint Secretary of Society for Organ Retrieval and Transplantation) delivered the talks. On that basis the department collected an amount of Rs. 5 lakhs for donating a dialysis unit to the Kidney Foundation run by Rev. Fr. Chiramel which provides free dialysis to poor patients.
- To create a scientific temper in general and an interest in particular, the department of Physics has arranged an outreach programme for the students of 9th and 10th classes of nearby schools. As a part of this the demonstration and familiarization of practical

application of various principles especially in the field of Physics were arranged in the laboratory. More than 100 students from different government and aided schools participated in the Programme. The programme was conducted for each school on Saturdays and Sundays. The students participated in the programme with enthusiasm and it was really encouraging to the Organizers.

- A certificate course on "OFFICE AUTOMATION" was conducted by the Department of Physics. About 20 students from other departments registered and completed the course. They were made aware of fundamentals of computer and classes were given on MS-WORD and EXCEL. Work materials were also provided.
- In Kerala electricity is mainly used for household activities. To conserve energy efficiently, the department of Physics conducted a one day seminar on "Energy Conservation and Management" in collaboration with Cochin Refinery Ltd. for the students of this college. The key note address was delivered by Mr. Jayaraman, Cochin Refinary Ltd. Printed leaflets containing instructions, precautions, directions for the better conservation and management of energy were distributed among the students. Electricity bills were collected from 120 selected students of the Physics department and a continuous follow-up of the same is taking place every 3 months.
- A social awareness programme about eco-friendly life style open to the public and the college community was conducted.
- In connection with Mullaperiyar Dam issue a documentary film show was conducted for students of the department.
- A charity box and medicine box were introduced to support students/deserving people in the community.

35. SWOC analysis of the department and Future plans

Strengths

- Proximity of the department to the great institutions like NPOL, CUSAT and ISRO
- Committed Faculty
- Excellent value orientation
- Team spirit
- Active Alumni and Ex- faculty support for Staff and students
- Teaching enhancement by continuous evaluation
- Feedback based coaching

- Physics students participate actively in all the common activities of the college and show excellence in community life.

Weakness

- Poor quality of rural and suburban students in the subject.

Opportunities

- Excellent job opportunities because of the proximity to Info-park and other IT enabled companies
- Extra learning Opportunities

Threats

- Attrition rate of students is comparatively high. Students prefer lucrative temporary jobs because of their need of money for subsistence.
- Hectic schedules of present semester system

Future Plan for the coming five years (2013-2018)

The department aims at the overall development in the coming years. It includes both student progress and enrichment of facilities. The Department will focus on the curricular, co-curricular and extra- curricular developments of students in the coming years. This will be achieved by the collective effort of students and teachers.

1. **Academic**
   a. The department will apply for M .Sc Physics course.
   b. Industrial /research lab visit for fourth semester students
   c. Career guidance seminar will be conducted for fifth semester students.
   d. Uplift the quality of B.Sc projects by instituting Best project awards for both Model I and Model II streams.
2. **Research activities**
   a. Research of the faculty will be enhanced. (Dr. John T. Abraham and Dr. Beena Mary John has applied for research grants from various funding agencies).
   b. Publication of research papers to be enhanced.
3. **Seminar**
   a. The department plans to conduct a National seminar on 'Green Fuels' in the year 2013-14
   b. Seminars on relevant areas of Physics will be arranged each semester
4. **Co-curricular**
   a. Departmental

I. Physics Quiz for students in every odd semester
II. Essay competition on relevant topic
III. Celebration of Nationally important days
IV. Video shows for students on relevant topic

b. College level

I. Science quiz
II. Seminar competition (Power point presentation) on significant topics on Science & Technology
III. Add on courses on information technology

c. Seminars on relevant topics on Physics & Technology by the teachers

d. Inter Collegiate

I. Science quiz
II. Seminars (syllabus based topics) for post graduate students

5. Extra curricular

a. Manuscript magazine
b. As physics and music are interrelated, competitions will be conducted on each year to find the best singer in Physics

6. Science to Society

a. Science Exhibition for School students (2014-15)
b. Add on course on computer and internet for parents and public
c. Two day refresher course for school teachers
d. Experimental illustration on special topics to limited number of school students

7. Consultancy & Collaboration

a. Department will collaborate with other departments of BMC and initiate interdisciplinary researches.
b. Make collaboration with CUSAT or other organizations
c. Consultancy services will be provided to industries working on Holography

8. Social Service

a. Donate a Dialysis unit to nearby hospital
b. Organ donation awareness among public
c. Orphanage visit for second year students
d. Supply of food packets to medical college on every month

9. Alumni Association

In association with Alumni meet, reputed alumni will be honoured.

10. Moral & Spiritual

a. Moral classes will be arranged each semester

b. Prayer meeting will be arranged on every first Thursdays.

Evaluative Report of the Chemistry Department

1. Name of the department : **Department of Chemistry**
2. Year of Establishment : **1982**
3. Names of Programmes / Courses offered : **B.Sc Chemistry, M.Sc Applied Chemistry (Pharmaceutical), Ph.D**
4. Names of Interdisciplinary courses and the departments/units involved :
   Complimentary courses are offered to the departments of Physics, Botany and Zoology.
   Open Courses. The open Course Food Science is offered by the departments to the students of all the other departments except Botany, Zoology and Physics.
   Add-on Courses:- offered to the students of the department.
5. Annual/ semester/choice based credit system (programme wise)
   M.Sc : Annual scheme 1999-2001; Semester Scheme- 2001 onwards
   B.Sc : Annual Scheme: 1982-2008 CBCSS: 2009 onwards
6. Participation of the department in the courses offered by other departments
   Complimentary courses offered by the departments of Physics, and Mathematics.
   Fifth semester students attend open courses which are conducted by the departments of Zoology, Botany, Commerce, Malayalam, English, Economics and Physical Education.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts: **Total : 9 posts**

Designation	sanctioned	Filled
Professors	Nil	Nil
Associate Professors	4	4
Asst. Professors	5	4
Guest Lecturer	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Jose J. Puthussery	M.Sc.	Asso.Prof	Physical Chemistry	28
Thomas Sebastian	M.Sc, M.Phil	Asso.Prof	Marine Chemistry	28
Dr.Mary Joseph	M.Sc, Ph.D.	Asso.Prof	Polymer Chemistry	24
* Dr.Shiny Palaty (on PDF leave)	M.Sc, Ph.D.	Asso.Prof	Polymer Chemistry	23
Dr.Litty Sebastian	M.Sc, Ph.D.	Asst. Prof	Material Science	1 year
Sindhu Joseph	M.Sc, B.Ed	Asst. Prof	Environmental Chemistry	1year
Anu K John	M.Sc, M.Phil	Asst. Prof	Nano chemistry	1 year
Baiju K.P.	M.Sc., Chem.Engg. Diploma	Asst. Prof	Inorganic chemistry	1 year
Divya Jose	M.Sc, BEd.	Asst. Prof	Polymer Chemistry	6 months
Priya K. Shenoi	M.Sc	Guest faculty	Chemistry	1year 6 months

***Dr. Shiny Palaty guided one Ph. D student and 5 others are pursuing Ph. D under her guidance.**

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :

a. B.Sc (Chemistry - main) – Theory -5%

b. B.Sc (Chemistry) – Practical -Nil

c. B.Sc (Subsidiary) – Theory -27%

d. B.Sc (Subsidiary) – Practical - 33%

e. M.Sc (Theory) -10%

f. M.Sc (practical) - Nil.

13. Student -Teacher Ratio (programme wise)

a. B.Sc (Chemistry) 10 (90/9)

b. B.Sc (Physics) 12 (60/5)

c. B.Sc (Zoology) 13 (70/5)

d. B.Sc (Botany) 13 (70/5)

e. M.Sc Chemistry 2.5 (24/9).

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Three**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

No of teachers with Ph.D : 3

No of teachers with M.Phil: 3

No of teachers with PG : 3

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

One –Dr. Shiny Palaty has done the following projects:

Minor Projects				
Title	Duration	Funding agency	Amount	Status
1.Production of Fire Resistant Natural Rubber Composites	Two years (15.06.2004 to 14.06.06)	UGC	Rs.40,000/-	Completed the work on time and submitted the project report in June 2006

Major Projects				
Title	Duration	Funding agency	Amount **(lakhs)**	Status
1. Low temperature system For NR latex Prevulcanisation and Production of Antistatic Sheets	Three years (01.05.2007 to (30-04-2010)	KSCSTE	9.165	Completed the work on time and submitted the project report in June 2010
2. Prevulcanisation of natural rubber latex at room temperature and industrial production of low cost gloves and balloons	Three years (01.04.2007 to 31.03.2010)	UGC	5.413	Completed the work on time and submitted the project report in June 2010

Sindhu Joseph and Anu K. John has applied for UGC minor projects in January 2013. Dr. Mary Joseph has applied for a major project under KSCSTE and Dr. Litty Sebastian has applied for a major project under DST.

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Three, 15 lakhs.

18. Research Centre /facility recognized by the University : **Department was approved as a research centre under Mahatma Gandhi University in February 2011.**

19. Publications:

Publication per faculty

Name of the faculty	**Total Number of publications**	**International**	**National**
Augustine Paul	6	2	4
Shiny Palaty	30	24	6
Mary Joseph	1		1
Sindhu Joseph	4	4	
Litty Sebastian	12	11	1

Publications by Prof. Augustine Paul (Rtd on 28-02- 2013) - 6

1. Augustine Paul and Sabu Thomas, ***Abrasion Resistance and Water Absorption Studies of Short Human Hair Reinforced Polyester Composites,*** Proceedings of 9th Kerala Science Congress, page: 109,**1997**
2. Augustine Paul and Sabu Thomas, ***Electrical Properties of Natural Fiber-Reinforced Low Density Polyethylene Composites: A Comparison with Carbon Black and Glass-Fiber-Filled Low Density Polyethylene Composites,*** Journal of Applied Polymer Science, Vol.63,**1997**
3. Augustine Paul, Kuruvilla Joseph and Sabu Thomas, ***Effect of Surface Treatments on the Electrical Properties of Low-Density Polyethylene Composites Reinforced with Short Sisal Fibers,*** Composite Science and Technology, Vol.57,**1997**
4. Augustine Paul and Sabu Thomas, ***Electrical Properties of the Surface Treated Short Sisal Fibre Reinforced LDPE Composites,*** Proceedings of 8th Kerala Science Congress, page:329-330,**1996**

5. Augustine Paul, Kuruvilla Joseph and Sabu Thomas, ***Dielectric Properties of Short Coir Fibre Reinforced LDPE Composites: A Comparison with Carbon Black and Glass Fibre Filled LDPE Composites,*** Proceedings of 7th Kerala Science Congress, page:247,**1995**
6. Augustine Paul, Kuruvilla Joseph and Sabu Thomas***, Electrical Properties of Short Sisal Fibre Filled Low Density Polyethylene Composites,*** Proceedings of 6th Kerala Science Congress, page:329,**1994**

Publications by Prof. Shiny Palaty-30

1. Shiny Palaty, P.V.Devi and K.J.Mary, ***Use of Sodium and Potassium Butyl Xanthate as Accelerator for RoomTemperature Prevulcanisatin of Natural Rubber Latex***, Journal of Applied Polymer Science, USA, Vol.122, p.1325-1332, **2011**
2. Shiny Palaty, P.V.Devi and K.J.Mary, ***Effect of Storage on the Colloidal Properties of Room Temperature Pre-vulcanised Natural Rubber Latex,*** Progress in Rubber, Plastics and Recycling Technology, UK Vol.27,No.4, **2011**
3. Shiny Palaty, K.J.Mary, J.Honey and P.V.Devi, ***Effect of Dopants and Preparation Conditions on the Conductivity of Polyaniline,*** Int.Jl. Progress in Rubber, Plastics and Recycling Technology UK, Vol.26, p:45-49, **2010**
4. Shiny Palaty, P.V.Devi and K.J.Mary, ***Characterisation and Thermal Decomposition Behaviour of Xanthate Compounds,*** Int.Jl. Progress in Rubber, Plastics and Recycling Technology UK,Vol.26,p: 91-98, **2010**
5. K.J.Mary, Shiny Palaty, P.V.Devi and Honey John, ***Studies on the Production of Low Cost Examination Gloves with Improved Properties,*** Proceedings of 22nd Kerala Science Congress, page:395, **2010**
6. Shiny Palaty, Devi P.V. and Mary K.J., ***Studies on the Conductivity and Mechanical Properties of CSA doped Polyaniline-Natural Rubber Latex Blend,*** Proceedings of International Conference on Advances in Polymer Technology 2010, page: 313-317,**2010**
7. P.V.Devi, Shiny Palaty, K.J.Mary, ***Studies on Room Temperature Prevulcanisation of Natural Rubber Latex and its Storage Stability***, Proceedings of 22nd Kerala Science Congress, page: 297-298, **2010**
8. Shiny Palaty, P.V.Devi and J.Honey, ***Studies on the Optimisation of the Preparation Method and the Characterisation of Zinc Butyl Xanthate***, Int.Jl. Progress in Rubber, Plastics and Recycling Technology UK, Vol.25, **2009**

9. Saisy K.Esthappan, Shiny Palaty, Honey John and Rani Joseph, ***Studies on the Conductivity and Tensile Properties of Polyaniline Blended Natural Rubber Latex,*** Proceedings of International Conference on Advances in Polymer Technology, page: 208-212, **2008**
10. Devi P.V., Shiny Palaty, Honey John and Rani Joseph, ***Effect of Low Temperature Prevulcanisation on the Colloidal and Mechanical Properties of Natural Rubber Latex,*** Proceedings of International Conference on Advances in Polymer Technology 2008, page: 199-205, **2008**
11. Shiny Palaty and Rani Joseph, ***Studies on Xanthate/Dithiocarbamate Accelerator Combination in NR/BR Blends,*** Journal of Applied Polymer Science USA, Vol.103,**2007**
12. Shiny Palaty and Rani Joseph, ***Studies on Synthesis and Characterisation of Zinc Butyl Xanthate and its Room Temperature Curing Property in Natural Rubber***, Int.Jl. Progress in Rubber, Plastics and Recycling Technology UK, Vol.23,**2007**
13. Shiny Palaty and Rani Joseph, ***Low Temperature Curing of NBR for Property Improvement,*** Journal of Elastomers and Plastics USA(38), **2006**
14. Lovely Mathew, Shiny Palaty and Rani Joseph, ***Effect of Low Temperature Curing on Short Isora Fibre Reinforced Natural Rubber Composites,*** Journal of Rubber Research, Malaysia Vol.9, **2006**
15. Shiny Palaty and Rani Joseph, ***A Novel Accelerator Combination for the Low Temperature Curing of Silica-Filled NBR Compounds,*** Journal of Applied Polymer Science USA, Vol.102,**2006**
16. K.K.Sasidharan, Shiny Palaty, Rani Joseph, K.S.Gopalakrishnan, G.Rajamal and P.Viswanantha Pillai, ***Effect of the Vulcanisation Time and Storage on the Stability and Physical Properties of Sulfur-Prevulcanised Natural Rubber Latex,*** Journal of Applied Polymer Science USA, Vol.97, **2005**
17. K.K.Sasidharan, Shiny Palaty, K.S.Gopalakrishnan, K.E.George and Rani Joseph, ***Room Temperature Prevulcanisation of Natural Rubber Latex Using Xanthate,*** Journal of Applied Polymer Science USA, Vol.94, **2004**
18. Lovely Mathew, Shiny Palaty, K.U.Joseph and Rani Joseph, ***Low Temperature Curing on Isora Fibre Reinforced Natural Rubber Composites,*** Proceedings of International Conference on Polymers Macro 2004, page:233-239, **2004**

19. Shiny Palaty and Rani Joseph, ***Studies on the Prevulcanisation of NR Latex at Low Temperatures,*** Proceedings of International Seminar on Advances in Polymer Technology, page: 579-583, **2004**
20. Shiny Palaty and Rani Joseph, ***Synergism of Xanthate/Dithiocarbamate Accelerator in Carbon Black Filled NR Compounds,*** Iranian Polymer Journal, Iran, Vol.13,**2004**
21. Shiny Palaty and Rani Joseph, ***Low Temperature Curing of Black Filled NR for Property Improvement,*** Proceedings of 14th Kerala Science Congress, page: 482-486,**2002**
22. Shiny Palaty and Rani Joseph, ***Studies on Xanthate/Dithiocarbamate Accelerator Combination in Silica Filled NBR Compounds,*** Proceedings of International Seminar on Advances in Polymer Technology 2002, page: 198-203,**2002**
23. Shiny Palaty and Rani Joseph, ***A Novel Accelerator Combination for the Low Temperature Curing of NR,*** Proceedings of 13th Kerala Science Congress, page: 563-568, **2001**
24. Shiny Palaty and Rani Joseph, ***Studies on Xanthate-zinc diethyl dithiocarbamate Accelerator Combination in Natural Rubber,*** Plastics, Rubber and Composites, Vol.30,**2001**
25. Shiny Palaty and Rani Joseph, ***Xanthate Accelerators for Low Temperature Curing of Natural Rubber,*** Journal of Applied Polymer Science, USA, Vol.78, **2000**
26. Shiny Palaty, P.V.Devi , K.J.Mary, Rani Joseph., ***Studies on the mechanical properties of room temperature prevulcanised natural rubber latex,*** Journal of Applied Polymer Science, USA, 2011
27. Shiny Palaty, P.V.Devi , Rani Joseph., ***Studies on the prevulcanisation of natural rubber latex at low temperatures using potassium ethyl xanthate,*** Journal of Elastomers and Plastics, USA, 2011
28. Shiny Palaty, P.V.Devi, Rani Joseph., ***Prevulcanisation of NR latex at low temperatures using potassium methyl xanthate,*** Progress in Rubber, Plastics and Recycling Technology, UK, 2011
29. Shiny Palaty, P.V.Devi ., ***Potassium Isoamyl Xanthate – A noval accelerator for the prevulcanisation of natural rubber latex.,*** Iranian Polymer Journal, 2011
30. Shiny Palaty, P.V.Devi , Rani Joseph., ***studies on low temperature prevulcanisation of natural rubber latex using potassium isopropyl xanthate accelerator,*** Journal of Applied Polymer Science, USA, 2011

Publications by Prof. Mary Joseph-1

1. Mary Joseph, Rani Joseph and K.E.George, ***Production of Chlorinated Rubber from Latex Waste,*** Proceedings of 7th Kerala Science Congress, page: 60-62,1995

Publications by Prof. Sindhu Joseph-1

1. "Ultrasound assisted semiconductor mediated catalytic degradation of organic pollutants in water: Comparative efficacy of ZnO, TiO_2 and ZnO-TiO_2," Res J Rec Sci. **1**, 191-201 **(2012)**

Papers accepted for publication :

2. "Influence of Reaction Intermediates on the Oscillation in the Concentration of insitu formed Hydrogen peroxide during the Photocatalytic Degradation of Phenol Pollutant in Water on Semiconductor Oxides".
3. "Periodic Change in the Concentration of Hydrogen peroxide Formed During the Semiconductor Mediated Sonocatalytic treatment of Wastewater: Investigations on pH Effect and Other Operational Variables".
4. "Unusual behavior of in situ formed H_2O_2 during the sono, photo and sonophotocatalytic transformation of organic pollutants in water."

Publications by Prof. Litty Sebastian -12

1. ***Litty Sebastian,*** A. K. Shukla and J. Gopalakrishnan,$La_{0.9}Sr_{0.1}Ga_{0.8}M_{0.2}O_{3-\delta}$ (M = Mn, Co, Ni, Cu or Zn): Transition metal -Substituted Derivatives of Lanthanum-Strontium-Gallium-Magnesium (LSGM) Perovskite Oxide Ion Conductor*, Bull. Mater. Sci. 23, 169 (2000).*

2. **Litty Sebastian,** K. Ramesha, J. Gopalakrishnan, S. B. Ogale, Y. H. Li, Sangeeta Kale, S. E. Lofland, S. M. Bhagat, J. *Garrison Giant magnetoimpedance near a metal-insulator transition : Study of Fe in a V_2O_3 matrix*, Appl. Phys. Lett. **77**, 2725 (2000).

3. **Litty Sebastian,** J. Gopalakrishnan and Y. Piffard, *Synthesis and crystal structure of $LiMgFSO_4$* ,J. Mater. Chem., 12 (2)**,** 374 (2002).

4. **Litty Sebastian,** A. K. Shukla and J. Gopalakrishnan,*New lithium-ion conducting perovskite oxides related to (Li, La)TiO_3*, Proc. Indian Acad. Sci.(Chem.Sci.), 113, 427 (2001).

5. K. Ramesha, **L. Sebastian**, B. Eichhorn and J. Gopalakrishnan *Perovskite and pyrochlore modifications of Pb_2MnReO_6: Synthesis, structure and electronic properties***,**Chem. Mater. **15,** 668 (2003).
6. .K. Ramesha, **L. Sebastian,** B. Eichhorn and J. Gopalakrishnan,*Pb_2FeReO_6 : new defect pyrochlore oxide with a geometrically frustrated Fe/Re sublattice*,J. Mater. Chem. **13(8),** 2011-2014 (2003).
7. **Litty Sebastian** and J. Gopalakrishnan,*Li_2MtiO_4 (M = Mn, Fe, Co, Ni): New Cation-disordered rocksalt oxides exhibiting oxidative deintercalation of lithium. Synthesis of an ordered Li_2NiTiO_4,* J. Solid State Chemistry, 172, 171-177 (2003).
8. **Litty Sebastian** and J. Gopalakrishnan,*Lithium ion mobility in metal oxides: A materials chemistry perspective,*J. Mater. Chem. 13(3), 433 (2003).
9. **Litty Sebastian,** Yves Piffard, A. K. Shukla, F. Taulelle and J. Gopalakrishnan, *Synthesis, structure and lithium ion conductivity of $Li_{2-2x}Mg_{2+x}(MoO_4)_3$ and $Li_3M(MoO_4)_3$ (M^{III} = Cr, Fe)* ,J. Mater. Chem. 13**,** 1797-1802 (2003).
10. **Litty Sebastian,** R. S. Jayashree and J. Gopalakrishnan, *Probing the mobility of lithium in LISICONS: Li^+/H^+ exchange studies in Li_2ZnGeO_4 and $Li_{2+2x}Zn_{1-x}GeO_4$***,** J. Mater. Chem. 13(6), 1400-1405 (2003).
11. **Litty Sebastian,** S. Sumithra, J. Manjanna, A. M. Umarji and J. Gopalakrishnan *Anomalous thermal expansion behaviour of $Ln_2Mo_4O_{15}$ (Ln =Y, Dy, Ho, Tm),*Materials Science & Engineering B.103(3)**,** 289, (2003).
12. .Tapas Kumar Mandal, **Litty Sebastian**, J. Gopalakrishnan, Lloyd Abrams and J. B. Good enough, *Hydrogen Uptake by Barium Manganites at Atmospheric Pressure*, Material Research Bulletin, **39**, 2257, (2004).

Number of papers published in peer reviewed journals (national / international) by faculty and students : 54

Monographs : Nil, Chapter in Books: Nil,Books Edited : Nil,Books with ISBN/ISSN, numbers with details of publishers: Nil

Citation Index: Nil, SNIP: Nil, SJR: Nil, Impact factor: Nil, h-index : Nil

20. Areas of consultancy and income generated :

In polymer and rubber industry

Income generated: Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards….

Dr.Shiny Palaty is a member of Editorial Board of the international journal "Trends in Applied Sciences Research" publishing from USA. She is a Member of the Review board of the international journal, "Journal of Applied Polymer Science" publishing from USA. Dr. Mary Joseph and Dr.Shiny Palaty are members of the examination board of B.Tech course, Cochin University of Science and Technology – serving various positions as question paper setter, examiner and member of passing board .

22. Percentage of students who have done in-house projects including inter departmental/programme

1. B.Sc. Students - All the undergraduate students do the projects in the department itself.
2. P.G.Students -25% of the P.G. students do the projects under the guidance of the faculty of the department.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies - 75%

23. Awards/ Recognitions received by faculty and students

Dr. Shiny Palaty was awarded PDF by UGC in 2012.

Dhanya G.Naik secured 1 st rank and Minju Joy secured the 2 nd rank for M.Sc Pharmaceutical Chemistry in 2010-2011 academic year and they were felicitated by the Chief minister Sri. Oommen Chandy on 1-12-2011.

24. List of eminent academicians and scientists/ visitors to the department

Dr. John Joseph Principal, Pharmacy College, Lissie Hospital

Dr. Mareena Benny- Managing Director, Arjuna Natural and Herbal Extracts Ltd

Dr Saritha Bhatt., Associate Professor, Dept. of Biotechnology Cochin University.

Dr. Rajan Joseph Director, Vector Control Research Centre, Alapuzha.

Prof. Rani Joseph-Dept. of Polymer Science and Rubber Technology, CUSAT

Prof K.E George Department of Polymer Science & Rubber Technology, CUSAT

Mr. P. Bhadran, Chemical Examiner, Regional Chemical Laboratory, Kakkanad,

Dr.C.S.Paulose –Director, Centre for Neuro Science, Professor and Head, Dept. of Biotechnology, Cochin University

Dr. C.I. Jolly, Professor and head of the department at KMK College of Pharmacy, Bombay

Dr. Joy T. Varghese, CEO, CARe KERALAM.

Dr. Sarala Samuel, Senior Manager, R &D, Kerala Ayurveda Pharmacy Ltd.

Dr. Sheela Karalam, Sp.Officer, Research& Development, Oushadi, Thrissur

Mr.P. Bhadran, Chemical Examiner, Regional Chemical Laboratory, Kakkanad,

Dr. Samuel Mathew Professor, kerala Agriculture University, Aromatics &Medicinal Plants Research Center-Odakkali.

P. Bhadran, Chemical Examiner, Regional Chemical Laboratory, Kakkanad.

Dr. Kochu Baby Manjooran,-----Dy Manager(Energy & Evrmt)

BPCL Kochi Refinery, Ambalamugal

Prof. P.K. Raveendran -Member of the Shastra Sahithya Parishath

Prof. E.P. Yesodharan, School of Environmental Studies, Cochin University of Science and Technology

Dr. Anju T.R.- Department of Biotechnology, Cochin University of Science and Technology

Dr. Leena Leon – Asst. Professor, Department of Home Science, St. Teresa's College, Ernakulam

25. Seminars/ Conferences/Workshops organized & the source of funding

A UGC sponsored Two day **State level** seminar on **'Modern Methods in Herbal Drug Development'** was held in the college on 28th and 29th July 2010 under the auspicious of the department, in collaboration with CARe Keralam (A joint venture project of GOI, GOK and Ayurvedic industries). Around 150 participants from all over Kerala representing industries, professional institutions, faculties and students attended the programme. Dr. Mary Joseph was the convener of the seminar.

26. Student profile programme/course wise:

The process of selection to both post graduate and graduate course is done by the University through a central processing facility and the department has no role in the student selection process.

The details of the last batch passed out from the department is given below:

Name of the Course/programme (refer question no. 4)	**Applications received**	**Selected**	**Enrolled** ***M** ***F**	**Pass percentage**
B.Sc Chemistry (2009-12)	667	28	9 19	83
M.Sc Chemistry (2010-2012)	89	14	3 11	57

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc Chemistry	100	0	0
M.Sc Applied Chemistry	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

None

29. Student progression

Student progression	Against % enrolled
UG to PG	**21**
PG to M.Phil.	**nil**
PG to Ph.D.	**1**
Ph.D. to Post-Doctoral	nil
Employed • Campus selection • Other than campus recruitment	None 20%
Entrepreneurship/Self-employment	None

30. Details of Infrastructural facilities

a) Library

The department has a well stocked library with around 10000 books which meets the needs of the UG & PG students and teaching staff of the department. This includes British Pharmacopeia and Indian Pharmacopeia which are the valuable references in the pharmaceutical field. There is a spacious reading room attached to the library.

b) Internet facilities for Staff & Students

The computer lab is well equipped with five computers with internet connection, including two laptops, two laser printers, one photocopy machine, a HP scanner and an LCD Projector. We have applied for fund to upgrade and equip the lab with more computers to meet the need for computational chemistry course.

c) Class rooms with ICT facility

None

d) Laboratories

The Department has **six** well equipped laboratories and a computer lab. They include

a. **B.Sc. Chemistry Laboratories: -** There are two B.Sc. Chemistry laboratories – One for the Chemistry main students and one for the Subsidiary Chemistry students.
b. **M.Sc. Chemistry Laboratories :-** There are three M.Sc. Chemistry laboratories – One for Organic and Inorganic Chemistry practicals, one for Physical Chemistry practicals and one for the Pharmaceutical Chemistry practicals.
c. **Research Laboratory :-** The department has a well equipped research lab. The minor and major research projects were done in this lab. At present, the Ph.D. research scholars are working in this laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies

Government : 3 students of II B.Sc have got fellowship from Kerala State

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Details of the talks organized in the year 2011-2012:

1. Talk by Dr. Kochu Baby Manjooran, Dy Manager (Energy & Evrmt) BPCL Kochi Refinery, Ambalamugal
2. International Year of Chemistry 2012 celebrated with a talk by Sasthra Sahithya Parishath member, Prof. P.K. Raveendran on 04-7-2011
3. Talk by Prof. E. P. Yesodharan, School of Environmental Studies, CUSAT, : Chemistry in everyday life on 17-12-2012.
4. Talk by Dr. Anju T.R., the Young Scientist Award winner, 2012, Department of Biotechnology, CUSAT on the Nobel Prize in Chemistry 2012: G-Protein Coupled Receptors on 22nd January 2013.

33. Teaching methods adopted to improve student learning

An interactive method of teaching is adopted and the students are encouraged to give seminars and assignments. We also make them do powerpoint presentations.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

The Department of Chemistry is actively involved in bringing science to society by undertaking various outreach activities.

A herbal garden is maintained to familiarize the students with the plants of medicinal importance and plants which are endangered.

March 8th 2006 was celebrated as **Women's Day**. Along with that, M.Sc students of the Department conducted a Blood Identification camp for the girl students of the college.

The Department of Chemistry organized a salad competition***, Buena Salud*** on 30 th January 2013 to inculcate awareness of healthy food habits among the students of various departments.

To promote innovation among students, an Innovation Promotion Units is being started in the college. In connection with this, Simson Jose, Executive, Cluster Innovation Centre, CARe Keralam gave a preliminary lecture.

35. SWOC analysis of the department and Future plans

Strength of the department

Chemistry department is one of the oldest departments established in the college. It offers both P.G. as well as undergraduate programmes. There are three Ph.D. holders among the faculties in the department The Chemistry department has been recognized as a Research Centre under M.G. University. Dr. Shiny Palaty is a recognized Ph.D guide and a member of the editorial board of two international journals. She has collaboration with local rubber and polymer industries. She has applied for a patent in rubber technology. She is now doing post doctoral studies with UGC fellowship. One of our faculties, Dr. Mary Joseph is the recipient of the Young Scientist Award by the Kerala State Government. She is collaborating with CARe Keralam (joint venture of AYUSH , ayurveda industry and KINFRA).

The M.Sc students of the department regularly bags rank in the university exam.

The department has a PG programme in Pharmaceutical Chemistry which is in high demand with the industry. So, the chances of the students to get placements in the field and in industry are very encouraging. Three of the Research guides and faculty of the department have specialized in Polymer Chemistry which has lot of research scope and opportunities. Besides the Research Centre gives an added incentive to students who wish to pursue higher studies in the different areas of specialization.

Weakness of the department

The majority of the students of the department are girl students, coming from economically and socially backward communities. Girl students, from certain communities, tend to marry during

the course. This is one of the major reasons for the large number of drop outs and it reflects in the results of both P.G. and U.G. course.

Opportunities

Wide opportunities in the job market is available for the students of this department. Since we are offering M.Sc in Pharmaceutical Chemistry, the students get opportunities in the pharmaceutical and R& D wings of other industries. Students being exposed to research, are also encouraged to go for Ph.D.

Challenges

The curriculum for M.Sc is intended for Pharmaceutical chemistry and the students find it difficult to compete with M.Sc pure chemistry students in CSIR and NET exams. Therefore, the department is planning to conduct a UGC–CSIR NET coaching for students.

FUTURE PLANS

a) The department has applied to conduct an add-on course to the degree students as per the norms of the UGC.
b) Faculties of the department are planning to apply for major and minor projects, giving more emphasis to the research activities of the department.
c) Industrial collaboration with various industries are planned and MOU's to be signed with various industries.
d) A UGC-CSIR net coaching for the M.Sc students (both of the department and others) are being planned.
e) A national seminar on pharmaceutical chemistry is also being planned in the near future.

Evaluative Report of Zoology Department

1. Name of the department Zoology

2. Year of Establishment 1970

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG -B Sc Zoology

4. Names of Interdisciplinary courses and the departments/units involved: The Complementary course of Zoology department is offered to the students of the department of Botany.

The Open Course viz. Management of Ornamental Fish Breeding, Rabbit Farming, Poultry, Quail Farming, Vermiculture, Bee Keeping, Sericulture, etc. offered by Zoology department is opted by the students of Mathematics, Physics, Chemistry, English, Malayalam, Economics and Commerce departments.

Add-on Course- Health and Nutrition conducted for the students of the department.

5. Annual/ semester/choice based credit system (programmewise): Semester system (choice based credit system).

6. Participation of the department in the courses offered by other departments:

The students of Zoology department attend Complementary Courses offered by the departments of chemistry and Botany.

The students of Zoology department attend open courses conducted by the department of English, Economics, Mathematics, Physics, Malayalam, Physical Education and Commerce.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil

8. Details of courses/programmes discontinued (if any) with reasons:Nil

9. Number of Teaching posts 4

Designation	sanctioned	Filled
Professors	-	-
Associate Professors	2	2
Asst. Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	No. of Years of Experience
Dr. Mary Sebastian M	MSc, MES, PhD	Asst. Prof.	19
Erney E Paul	MSc, M.Phil.	Asso. Prof.	26
Grace Jacob	MSc	Asso. Prof.	22
Dr. Priyalakshmi G	MSc, PhD	Asst. Prof.	17

11. List of senior visiting faculty

a. Dr. A Madhavan
b. Prof PP John
c. Sr. Vincent Mary
d. Dr. Mathew Joseph
e. Prof. Francis Joseph

The above retired professors of Zoology are in addition to those names given in item no. 24

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil
13. Student -Teacher Ratio (programme wise): 25:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

    Sanctioned: 1

    Filled: 1
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:Ph.D-2;M.Phill.-1; PG-1
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

    Regional : 1 (UGC)

    International: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

    UGC Minor Project on the topic 'Tourism induced changes in the meiofaunal diversity of Cherai beach' – a prominent tourist beach of Kerala'. The sanctioned amount is Rs. 110000/-.
18. Research Centre /facility recognized by the University

    Nil
19. Publications:

    * Publication per faculty- Dr. Priyalakshmi G-4
    * Number of papers published in peer reviewed journals (national / international) by

faculty and students 3 (National-2/International-1)

International

- A new species of Pseudostomella (Gastrotricha; Macrodasyda; Thaumastodermatidae) from a sandy beach of Kerala, India; *Zootaxa 2007.*

National

- Sediment transport and bioinvasion – Possible impact of Tsunami – Protodriloideschaetifer an example, *Journal of Marine Biological Association of India (2007).*
- Kerala an abode of taxonomically challenging permanent Meiofauna; Gastrotricha - *Journal of Marine Biological Association of India* (Communicated).

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil
* Monographs: Nil
* Chapter in Books

a) Prof.Grace Jacob contributed towards the preparation of 3 chapters in the text book on 'Reproductive & Developmental Biology' Module I for 6thsemester B.Sc. Zoology published by the Zoological Society of Kerala in 2013.

b) Dr. Priyalakshmi G contributed towards the preparation of following text books published by the Zoological Society of Kerala in 2013:
   - Animal Diversity- Non-Chordata (III Sem)
   - Paper 8 - Biochemistry, Human Physiology & Endocrinology (Module I for 6th semester)
   - Microbiology – 6 sem Module 3, 4 & 5

* Books Edited :Nil
* Books with ISBN/ISSN numbers with details of publishers: Nil
* Citation Index:

Dr. Priyalakshmi G:

i. A new species of *pseudostomella* (Gastrotricha; Macrodasyida; Thaumastodermatidae) from a sandy beach of Kerala, India.

Zootaxa (international). Zootaxa 1616: 61-68(2007); ISSN 1175-5326 (Print edition) ISSN 1175-5334 (online edition) Impact factor (2011): 0.927

ii. Sediment transport and bioinvasion – possible impact of tsunami- *Protodriloideschaetifer* an example, ***Journal of Marine Biological Association of India*** (national). Vol.49, No.1, January-June 2007; ISSN 0025-3146 ,Impact factor: under compounding.

iii. Paper presented in the UGC sponsored 2 day (7^{th}& 8^{th} June, 2012) **International Conference** 'Nutritional Medicine, Health and Wellness', organized by the dept. of zoology, St. Teresas' College, Ernakulam. Paper published in the Proceedings with ISBN 978-81-924940-0-5'Prevalence of obesity and Chronic Energy Deficiency in a semi-urban population of Chittethukara'.

iv. A paper Cherai Beach - A Haven of Taxonomic Diversity presented in the First Indian Biodiversity Congress National Seminar held at Thiruvananthapuram from 28 to 30 December, 2010. It is published in Biodiversity and Taxonomy, Chapter 24; Pages 217-225.,Edited by: A. Bijukumar*et.al*.,Copyright@ 2012, Narendra Publishing House, New Delhi, Title of the paper:

* SNIP :Nil
* SJR: Nil
* H-index- Nil

20. Areas of consultancy and income generated Nil
21. Faculty as members in

    a) National committees b) International Committees c) Editorial Boards. Dr.Priyalakshmi G. [Editor of the proceedings of the UGC Sponsored Seminar on Biodiversity at Risk- An Indian Perspective]

22. Student projects
    a) Percentage of students who have done in-house projects including inter departmental/programme : 80
    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 20
23. Awards/ Recognitions received by faculty and student

Faculty

1^{st} Kerala Women Science Congress honoured Dr. Priyalakshmi G on 12.08.2010 for being recipient of Ph.D in Marine Biology from CUSAT during the year 2009-2010.

Students

The Department of Zoology encourages and ensures participation of our students in extracurricular activities and competitions at all levels.

2012-13

1. Jyothisha Joshi — Third prize winner for drama competition, MG University youth festival, 2013
2. Jyothisha Joshi &Risala — Third prize winners in oppana competition, MG University youth festival, 2013
3. GowriSatheesh — Won gold medal in the district Judo competition held on 4th& 5th of August 2012 at Kalady.
4. Athira S — Won bronze medal in the district Judo competition held on 4th& 5th of August 2012 at Kalady.
5. Arya Sajeevan — 2nd prize in Kavithaparayanam in the Intercollegiate competition conducted by BPCL on 7th December 2012.
6. Neeraja M Gopi&Anjana George — 1st in 'intercollegiate quiz' competition conducted by SahodaranAyyappan memorial college of education on 15th Feb 2013
7. GouriSatheesh — Won bronze medal in the MG University intercollegiate Judo competition held on 15th of Feb 2013 at SreeSankara College Kalady.
8. Athira S — Won bronze medal in the MG University intercollegiate Judo competition held on 15th of Feb 2013 at SreeSankara College Kalady.
9. GouriSatheesh — Won bronze medal in the MG University intercollegiate wrestling conducted at St. Joseph's CollgePalai.
10. Department of Zoology won the overall championship in the college arts festival conducted on Jan 14 & 15, 2013.

2011-12

1. Prizes won by Zoology students in various competitions held during the year 2011-12:
   a) Vishnu KD, I Prize in the interdepartment quiz competition conducted by Physics dept. on 30-9-11
   b) Vishnu, Benjamin Sebastian& team -1st Prize in intercollegiate street play conducted by St. Teresas college EKM on 20/1/12
   c) Vishnu&JyothishaJoshy - 2nd prize in intercollegiate debate competition at St. Albert's college EKM on15/2/2012
   d) Vishnu - Best speaker in intercollegiate debate competition at St. Albert's college EKM on15/2/2012

2010-11

1) **I Prize** - Benny Varghese and Ajay Rajan in the **inter collegiate quiz competition** held in St.Albert's College in December, 2010.
2) **I Prize** - Ajay Rajan and Vishnu.K.D in the **inter collegiate Wild Life quiz** conducted in St.Teresa's College, Ernakulam.
3) **II Prize** –Ajay Rajan and Vishnu.K.D in the **inter collegiate Wild Life quiz** competition held in SahodaranAyyappan Memorial College of Education, Poothotta in 2010.
4) **II Prize**-Ajay Rajan (II DC) in the **state level safety essay** (english) competition for college students, conducted by **National Safety Council (Kerala Chapter)** in connection with National Safety Day Celebration, 2011.
4) Retention of **Ever Rolling trophy for the best 'Zoology Association of MG University',** instituted by Zoological Society of Kerala, earmarks the role of excellence of Zoology Association & FOF.

24. List of eminent academicians and scientists/ visitors to the department
    1. Dr. Gopakumar , Asst. Director MPEDA
    2. Prof. N.R. Menon, Emeritus Professor & Honorary Director IMCOZ, CUSAT and Nansen Environment Research Center, Director Research.
    3. Dr. C.M. Joy, Professor of SH College and Former Registrar, KFRI, Peechi
    4. Sri. Jayakumar, Executive Director, Thanal
    5. Dr.A.A. Mohammed Hatha, Associate Prof. CUSAT
    6. Dr. Gigi K Joseph, Asst. Prof. , Nirmala College, Moovattupuzha

7. Dr. S. BijoyNandan, Associate Prof. CUSAT
8. Dr. N. Chandramohanakumar, Registrar of CUSAT
9. R.Ramavarma, Dy. Director VSSC
10. DrSreekumar, Chairman –Wellness Solutions
11. Dr Jesse Gardner Costa [Canada]
12. Dr. S. Anilkumar, Director, Public Relations & Publications, CUSAT.
13. Dr. K.N.Chandrasekharan Pillai Professor, Department of Applied Economics, CUSAT.
14. Dr. S.Rajasenan, Professor, Department of Applied Economics, CUSAT.
15. Dr. K Babu Joseph, former VC of CUSAT.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

i. UGC sponsored two day Seminar on 'Biodiversiyty at risk-An Indian Perspective' on 28th& 29th Sept 2011.

ii. Satellite Seminar: [SwadeshiSasthraPrasthan'sSwasrayaBharathProgramme] on 'Space Technology & India' by VSSC Dy. Dir. R Ramavarma on 9/12/2011, funded by SwadeshiSasthraPrasthan'sSwasrayaBharathProgramme

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme BSc Zoology	Applications received	Selected	Enrolled *M *F	Pass percentage
2010-13	253	27	22 22	92.5
2009-12	246	25	6 19	92
2008-11	225	34	1 33	71
2007-10	260	35	7 28	70

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BSc Zoology 2012-13	98%	2%	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET-3

29. Student progression

Student progression	Against % enrolled
UG to PG	**15.9**
PG to M.Phil.	**-**
PG to Ph.D.	**3.0**
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	 0.02 12.0
Entrepreneurship/Self-employment	1.0

30. Details of Infrastructural facilities

a) Library

We have a well-equipped library with 1047 reference books and all Zoology students have access to these facilities. The following journal is also being subscribed to:

1. Current Science

b) Internet facilities for Staff & Students

Available

c) Class rooms with ICT facility

Laptop and LCD projectors are used

d) Laboratories

The department maintains three separate laboratories viz., Anatomy Lab, Physiology Lab and Microbiology Lab.

31. Number of students receiving financial assistance from college, university, government or other agencies

SC -12 OEC -9 KPCR -9 OBC -23 Lakshadweep -1

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

2011-12

- UGC sponsored two day Seminar on 'Biodiversiyty at risk-An Indian Perspective' on 28th& 29th Sept 2011.
- Lecture –Dr. Gopakumar , Asst. Director MPEDA on Marine Products Export on 29/7/2011.
- Satellite Seminar: [SwadeshiSasthraPrasthan'sSwasrayaBharathProgramme] on 'Space Technology & India' by VSSC Dy. Dir. R Ramavarma on 9/12/2011.

- Seminar on 'Nano revolution' by DrSreekumar, Chairman –Wellness Solutions
- Seminar on 'Wetlands' by Dr Jesse Gardner Costa [Canada] ON 13/12/2011.

2010-11

- One day Seminar on '*Biodiversity Conservation'* was held on 21-02-2011 in BMC Seminar Hall from 10AM to 4PM.
- 'Inroads into Biodiversity Sustenance' – Dr. Francis Xavier, Professor, Kerala Agricultural University, Thrissur.
- 'An Overview of Biodiversity Conservation' – Dr. C.P.Shaji, Principal Scientific Officer, Kerala State Biodiversity Board.
- Lecture and Demonstration of setting up an aquarium was held on 21-07-2010 in the college auditorium. – Sri. Febin Baby & Sri. K.Krishnakumar.

2009-10

- Lecture on 'biodiversity conservation' by Dr. CP Shajion 4-08-2009.

2008-09

- As the year is internationally proclaimed as Charles Darwin's birth bicentenary and the 150th year of publication of his book 'Origin of Species', a one day seminar on 'Evolution, not a theory, but a law' by Dr. K Babu Joseph, former VC of CUSAT was conducted.

2007-08

- Seminar on 'Prospects of Higher Studies' by Dr. Kiran of 'Research World' was held on 18 June 2007.

33. Teaching methods adopted to improve student learning

- PowerPoint /OHP presentations are instrumental in both teaching of the subjects and also in presentation of student projects.
- Group discussions, quiz programs and debates are organized for students on current and relevant topics.
- Student groups are taken on visits to aqua shows and nearby scientific institutions like CMFRI and CIFT. The rudiments of applied Zoology are instilled by visits to Poultry farms, Vermiculture units, Sericulture units. Nature camps arranged for students at places of ecological interests like Marayoor, Vallakkadavu, Thenmala, etc. makes them feel and love nature. To further inculcate love for nature, students are encouraged to visit places of ecological importance such as IringolKavu and Bird sanctuaries.
- Students are regular attendees of seminars and discussions during the annual 'Kavu' protection project organized by the Kerala Forest Department and PonnakkudamBhagavatiDevasom Trust of Thevakkal.
- While eminent resource persons are invited to conduct seminars on topics of interest, students are also encouraged to attend similar seminars at other colleges/institutions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

2011-12

i. Workshop on how to set & maintain Aquarium on 29/07/2011

a. The workshop was conducted by students of Zoology for students of neighboring schools, which was widely publicized in FM broadcasts and interested outsiders from as far away as Trissur and Vaikom also had attended. The beneficiaries were about 60 students. The attendees were also made to set up aquarium.

ii. Health Camp and issue of Health Card to all 1st DC students of BMC

a. A three day health camp was organized on 23rd to 25th August 2011, jointly with NSS, for 1st year students of BMC. The camp sponsored by 'Wellness Solution', an all India based health care group, Adithya Eye Hospital Trikkakkara and Rotary Club of Cochin East was attended by 429 students. Based on parameters (height, weight, blood group, eye sight, hearing, hormones, hemoglobin, etc) assessed during the camp by a team of six doctors and paramedical staff assisted by our students. Those with issues/defects were referred to external specialties. Health Cards were issued to all on December 16, 2011 at a function presided over by the sponsors.

iii. **Observance of Days Of National Importance**:

August 6th : **Hiroshima Day**

September 16th : **World Ozone Day**

December 1st : **AIDS Day**

October 1st week : **Wild Life Week**

iv. A procession of our Zoology students holding placards of related themes and slogans, street demonstration with umbrellas bearing messages is held regularly on the respective dates to create awareness among the college fraternity of the importance of the above days and of the harmful effects of ozone depletion.

V. Environmental Awareness

Dept. of Zoology organised support of entire BMC community for 'Mullapperiyar' movement by conducting rally and submitting mass petition to political power centers.

2010-11

vi. A 2-day Picture Museum exhibition '*Around the World'* was conducted on 5th& 6th January 2011, from 10.00AM to 4.00PM. Around 1000 pictures and renowned paintings of national and international acclaim were exhibited in the college auditorium. Students from various schools in and around Ernakulam visited the exhibition. It was open to the public and there was overwhelming response. Several people from the locality and parents of students were among those who visited the exhibition.

vii. In the present state of global warming and climate change, where the conservation of nature (flora and fauna) has become the need of the hour, a one day Seminar on 'Biodiversity conservation' was conducted on 21-02-2011 in Bharata Mata College Seminar Hall from 10.30AM to 4.00PM. Member representatives of Thrikkakara Municipality, who hold the key for the initiation of ventures for biodiversity preservation, were invited. Invitation was extended to parents as well.

viii. A painting exhibition of our alumnus, Smt. JayasreeVenugopal, Asst. Registrar, CUSAT (1981 Batch) was conducted on 10.08.2010 in the Seminar Hall, BMC,Thrikkakara.

2008-09

ix. Zoology students spent one day with the inmates of '**Karunalayam**', an old age home nearby and distributed food and delicacies on 7 September 2008.

2007-08

x. As part of campaign against greenhouse gases, the volunteers of **FOF** collected signatures from people of different walks of life and students of BMC demanding the central Government to give subsidy to purchase compact florescent lamps (CFL) so that emission of CO2 that accelerates global warming can be checked.

35. SWOC analysis of the department and Future plans

Strength

- Committed faculty and academics, well appreciated by students
- Team spirit and synergy
- Excellent value orientation
- Feedback based coaching
- Teaching enhancements by continuous evaluation
- Specialised add on courses/coaching

Weakness

- Poor quality of rural and suburban students
- Inadequate IT infrastructure
- Non involvement of non-academic neighbouring community.

Opportunity

- Active alumni and Ex faculty support for staff and students
- Local business initiatives and extra learning opportunities

Challenge/threat

- Hectic schedules of present semester system

- Dilution of non-professional student quality
- Unfocused rural/suburban students

Future Plan:

The Zoology department has chalked out the following Plan of Action for the next five years.

1. Planting of 'Fruit Trees' in the name of retired teachers of Zoology Dept,in the campus.
2. National Seminar with the assistance of UGC.
3. Intercollegiate debate competition on current environmental issues.
4. Inter-school Quiz competition on 'Nature & Wild Life Conservation' for higher secondary students.
5. An exhibition related to Environment protection and Conservation of Nature.
6. Institution of more scholarships to the bright, but financially weak students.
7. Workshop on 'Aquarium Setting & Management'.
8. 'Plastic Free Campus Campaign' Programme.

Evaluative Report of Botany Department

1. Name of the department : Botany

2. Year of Establishment : 1970

3. Names of Programmes / Courses offered : UG- BSc Botany

4. Names of Interdisciplinary courses and the departments/units involved:

- The department of Botany offers complementary course to Zoology students.
- Open course (Horticulture and Nursery management) to students from Economics, English, Chemistry, Commerce, Mathematics, Malayalam and Physics Departments
- Add on course to Botany students

5. Annual/ semester/choice based credit system (programme wise) : Choice based credit Semester System

6. Participation of the department in the courses offered by other departments:

- Fifth semester students of the department attended open courses offered by Department of English, Commerce, Mathematics, Malayalam, Physics & Physical education.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil.

8. Details of courses/programmes discontinued (if any) with reasons: Nil.

9. Number of Teaching posts:

Designation	sanctioned	Filled
Professors	-	-
Associate Professors	3	3
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
M.J. Paul	M.Sc, Ph.D	Asso. Professor	Cytology, Physiology	30
Asha Lonappan	M.Sc	Asso. Professor		24
Reemol Scaria A	M. Sc, M. Phil, Ph.D	Associate Professor	Cytology, Env. Science	20
Newby Joseph	M.Sc, Ph.D	Assistant Professor	Blue green algae	1

11. List of senior visiting faculty :

- Smt. Rose Mary Joseph – VFPCK Kakkanad
- Smt. Stephy Joseph - VFPCK Kakkanad
- Prof. Jacob Varghese . Sacred Heart College, Thevara
- Dr. Lissy Mathew St. Teresa's College, Ernakulam
- Dr. Anuradha Agrawal Scientist , NBPGR, New Delhi

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

	Lectures delivered	Practical classes
Abhilash T. R	20 %	20 %
Soumya S.D	20 %	20 %
Eugine Joseph	20 %	20 %

13. Student -Teacher Ratio (programme wise) : 25 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled.

	Sanctioned	filled
Lab assistant	1	1
Herbarium Keeper	1	0

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Ph. D - 3 ; PG - 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil.

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil.

18. Research Centre /facility recognized by the University: Nil

19. Publications:

a) Number of papers published in peer reviewed journals (national / international) by faculty and students

Publication of Dr. Newby Joseph -6

1) The Impact of the Cyanobacterium Synechocystis Salina on Chaetoceros affinis. *J.mar. biol. Ass. India*, 42(1&2): 146-150,2000
2) The Impact of Lead on Growth, Chlorophyll and Productivity of Tetraselmis gracilis(Kylin),*J. mar. biol. Ass. India*, 39(1&2): 163-165, 1997.

3) Salinity Tolerance of Aquatic Cyanobacteria Synechococcus Elongates and Gloeocapsa Crepidinum. *Proceedings of the Seminar on Human Resource Development in Microbiology'*, Association of Microbiologists of India, Cochin Unit, February,2003.
4) Cyanobacterial Filtrate as a Source of Growth Regulating Substance. Proceedings of the BIOPORA-2003, International seminar on recent advances in biotechnology held on February,21&22,2003
5) Heavy Metal abatement by Aquatic Cyanobacteria. Souvenir & Book of abstracts of National Seminar on Frontiers in Biotechnology held on 13th, October,2010.
6) Blue Green Algae as Biofertilizer. Proceedings of the National Seminar on Wetland Conservation- A multidisciplinary approach, 2010.

20. Areas of consultancy and income generated

Dr. M.J. Paul

- Plant consultant of Ponnakkudam Sri. Bhagavathy Temple Thevakkal.
- Consultant for M/s Garden setters.
- Consultant for Orchid cultivation

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : 100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students

Faculty: Dr. Newby Joseph

- Awarded Senior Research Fellowship by Council for Scientific and Industrial Research, New Delhi
- Received the 'Best Paper Award' in the National Conference of Microbiologists, India.

Students: Dilja M. Dileep

- Received the Best Drill Award in the Annual Training Camp of NCC held at Palluruthy,2011
- Participated in Republic Day parade and awarded the gold medal for the Best Cadet in RD camp, Delhi in 2012.

24. List of eminent academicians and scientists/ visitors to the department:

i) Mrs. Rose Mary Joseph, Co- ordinator of Haritha Keralam Project VFPCK Kakkanad;

ii) Dr. Jacob Varghese, Associate Professor, Sacred Heart College, Thevara.

iii) Mrs. Stephy Joseph Dy. Manager from VFPCK, Kakkanad.

iv) Dr. Anuradha Agrawal, Scientist , NBPGR, New Delhi

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National: Nil

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme B. Sc Botany	Applications received	Selected	Enrolled M F	Pass percentage
2010-'13	213	29	9 21	80
2009-'12	242	28	10 18	68
2008-'11	212	27	10 17	62
2007-'10	206	29	1 27	58

27. Diversity of Students

Name of the Course: BSc .Botany	% of students from the same state	% of students from other States	% of students from abroad
2009 -10	100	nil	nil
2010 - 11	100	nil	nil
2011 - 12	91.7%	8.3%	nil
2012 - 13	97.6%	2.4%	nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

NET -1

GATE -1

29. Student progression

Student progression	Against % enrolled
UG to PG	11
PG to M. Phil.	Nil
PG to Ph.D.	1
Ph.D. to Post-Doctoral	1
Employed • Campus selection	-

Student progression	Against % enrolled
• Other than campus recruitment	50
Entrepreneurship/Self-employment	2

30. Details of Infrastructural facilities

a) Library

Enriched with 2293 books

b) Internet facilities for Staff & Students

One computer with internet facility

c) Class rooms with ICT facility: one

Laboratories : Two

31. Number of students receiving financial assistance from college, university, government or other agencies :

First year	Second year	Third year
SC – 7	ST - 1	SC - 4
ST – 1	OBC - 8	OBC - 10
OBC - 11	OEC - 2	OEC - 1
STLA - 1	STLA - 2	KPCR - 4
KPCR - 5	KPCR - 4	

Fisherman - 1

From college - **6**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

- Audio visual presentation on the "Herbal garden" -Dr. Jacob Varghese, Associate Professor, Sacred Heart College, Thevara.
- Seminar on the topic "Kitchen garden and maintenance."- Mrs. Stephy Joseph, Dy. Manager from VFPCK Kakkanad.
- Mushroom cultivation- Mrs. Rose Mary Joseph, Co- ordinator of Haritha Keralam Project VFPCK Kakkanad.

33. Teaching methods adopted to improve student learning :

- ✓ Power point presentation
- ✓ Demonstration and practical sessions in laboratory
- ✓ Evaluation of students by conducting regular test papers

- ✓ Ensuring the active participation of students in class room by asking questions
- ✓ Proper usage of black board and charts
- ✓ Remedial teaching for weak students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities
    - Supplied vegetable saplings to botany students for making vegetable gardens
    - Conducted field trips for the students to make them aware about biodiversity.

35. SWOC analysis of the department and Future plans:

Strength: Majority of the teachers are PhD holders and taking initiatives in organic farming. Students are getting ample guidance in the field of agriculture development and the need of environmental protection.

Weakness: Students with poor academic background- not showing interest in higher studies. Early marriage of girl students creates drop outs.

Opportunities: Students are placed in Coffee board, Rubber Board and other agriculture sectors. Self employed in garden designing, nursery management; organic farm and vermi compost are other opportunities.

Challenges: Students come from poor financial background and hence are more keen in doing part time jobs and less interested in studies. Present agriculture scenario is not much profitable and hence students with good academic background are not taking admissions in Botany.

Future Plan:

- Provide practical exposure to organic farming in the campus.
- Introduce 'plant a tree and care a tree' mission in the locality of each student to partake in environmental protection.
- Conduct of National Seminar with the assistance of UGC.
- Expand the 'Bio-bin unit' by ensuring participation of students of other departments.
- Plant variety of medicinal plants in the campus.
- Conduct intradepartmental competitions as part of association activity.
- Conduct Workshop on mushroom cultivation for the parents of Botany students and Workshop on Flower arrangement for the students.
- Complete the naming of plants in the campus.
- Observe the following days with various programmes for the students:
    - World Environment Day - June 5
    - World Ozone Day - September 16
    - World Food Day - October 16
    - National Science Day - February 28
    - World Forestry Day - March 21
    - World Water Day - March 22

Evaluative Report of English Department

1. Name of the department: English

2. Year of Establishment : 1970

3. Names of Programmes / Courses offered: UG- B.A. English Language and Literature

4. Names of Interdisciplinary courses and the departments/units involved:

i) Complementary Course- 'Roots of the Modern World' is taken for I &II Semester B.A. English students.

ii) Open Course – 'English for Careers' is taken for V Sem students of various departments.

iii) Add-on course on 'Transactional Analysis' is given to selected students of various departments.

5. Annual/ semester/choice based credit system (programme wise) :

B A English Semester Programme under the Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

The students of Semester V of BA English take the open courses offered by all the other departments.

a) Ornamental Fishing - Dept. of Zoology
b) Applicable Mathematics - Dept. of Mathematics
c) Amateur Astronomy - Dept. of Physics
d) Energy & Environmental studies - Dept. of Physics
e) Madhyama Padanam - Dept. of Malayalam
f) Physical Health & Lifeskills Education - Dept. of Physical Education
g) Capital Market & Investment management - Dept. of Commerce
h) Fundamentals of Economics- Dept. of Economics
i) Horticulture and Nursery Management - Dept. of Botany

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :Nil.

8. Details of courses/programmes discontinued (if any) with reasons -Nil

9. Number of Teaching posts

Designation	**Sanctioned**	**Filled**
Associate Professors	2	2
Asst. Professors	6	5

10. Faculty profile with name, qualification, designation, specialization

Name	Qualification	Designation	Specialization	No of years of experience
Dr. K.T. Baby	M.A, Ph. D	Assistant Prof	Poetry	on leave
Tresa Abraham K	M.A. B. Ed	Associate Prof.	Women's Literature	20
Dr. Laly Mathew	M.A. Ph D	Associate Prof.	Children' Literature	22
Mini M Abraham	M.A.B. Ed.	Assistant Prof	ELT	14
Lissy Kachappilly	M.A.,B. Ed, M. Phil	Assistant Prof.	Eco - Criticism	15
Jogy K.V.	M.A., B Ed, M. Phil	Assistant Prof.	Narratology	15
Sabitha Zacharias	M.A., B Ed	Assistant Prof.	Poetry & Women's Writing	1
Deepthy T.K.	M.A B Ed	Guest Faculty	Post Colonialism	1.5

11. List of senior visiting faculty :–

(i) Dr. Radhakrishnan, Research Guide, M.A. College, Kothamangalam

(ii) Dr. George Thottam, Prof. of Journalism, Iona University, USA

(iii) Dr. Jose George, M.A. College, Kothamangalam

(iv) Prof. AD Paul, Retd Principal, Bharata Mata College

(v) Prof. K J Joseph, Retd Prof., Bharata Mata College

(vi) Prof. Tresa Joseph, Retd Prof., Bharata Mata College

(vii) Prof C J Alice, Retd Prof., Bharata Mata College,

(viii) Prof. V. T Thomas, Retd Prof., Bharata Mata College

(ix) Prof. M.T. Thomas, Retd Prof., Bharata Mata College

12. Percentage of lectures delivered by temporary faculty: 25 %

13. Student -Teacher Ratio (programme wise) - English Main = 1:12

Common Course = 1:95

Common Course + English Main = 1:100

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - Nil

15. Qualifications of teaching faculty with D Sc / D. Litt/ Ph .D/ M Phil/PG. –

Ph. D	M Phil	PG
2	2	4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

- 2 UGC Minor projects sanctioned (Rs. 1,50,000 each)
- 2 proposals for UGC funded Minor Projects

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University – Nil

19. Publications:

Name of the Faculty	Year	Topic/Title	Journal/Publisher
Dr. Laly Mathew	2011	Killing Monsters the Potter Way: Violence in Children's Fantasy	*Indian Journal of Postcolonial Literatures* (International refereed biannual). ISSN 0974-7370
	2011	Here is God's Plenty: Biodiversity in Tolkien's Middle Earth	*Proceedings of National Seminar on Ecology and Texts.* St.Pauls College, Kalamassery
	2010	Hobbits: Greening the Ecological Wasteland	Children's Literature Association of India, Thrissur, Kerala. (ISBN 97881-905931-2-0)
	2007	Realism in Fantasy: Harry Potter Here and Now	*The Child and the Fantastic*.The Children's Literature Association of India. ISBN 978-81-905931-1-3

Mini .M. Abraham	2012	Twitterature : Beyond Canon or A New Order of Englishes?	*Proceedings of International Seminar on English Literature* at Catholicate College, Patthanamthitta
	2010	'Flow', ICT and the Multimodal Classroom: Exploring the Equations	*Proceedings of International seminar on Multi-Modality, Multiliteracies, Multilingualism: New Pedagogies for New Times* held at St Terasas college
Lissy Kachappilly	2012	Narrativising The Subaltern: A Reading of Bama's works	*Proceedings of International Seminar on English Literature* at Catholicate College, Patthanamthitta

20. Areas of consultancy and income generated -

Asst. Prof. Sabitha Zacharias is a resource person for the NET coaching in English conducted by the Cluster of Colleges held at Maharaja's College, Ernakulam.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Board

i. Dr. Laly Mathew is a subject expert for the recruitment of teachers in colleges under M.G. University.

ii. Dr. Laly Mathew is a member of the Expert Committee to recommend and revise the U G Programmes in B.A. English (Core and Common Courses) under the M. G. University, 2013-14.

iii. Dr. Laly Mathew is a member of the Inspection Committee to sanction Programmes and colleges under the M.G. University.

iv. Dr. Laly Mathew was the Chief Editor of *Proceedings of International Seminar on (Re)-reading Classics in Children's' Literature* published by Children's Literature Association of India, Kerala.

v. Dr. Laly Mathew is a member of Children's Literature Association of India (CLAI).

vi. Mini M Abraham is a member of English Language Teachers' Association of India (ELTAI).

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme – 100 % .

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:- Nil

23. Awards/ Recognitions received by faculty and students-

Student achievements:

Varsha Varma and Priya Varughese conducted a radio programme on AMAARA 2013

- Varsha Varma (III Sem) is the School Head & Priya Varughese (III Sem) is a team leader of Amaara, an NGO providing life skills training to economically backward students of government schools.

- Varsha V. Varma won the Role Model Award and Priya Varughese won the Leadership award of the Learning Inspired Programme of AMAARA 2012-13.

- Priya Varughese and Varsha V. Varma conceived, organized and were event managers of a rock band show 'Rockon' – a mega fund raising event of AMAARA,2012.

- Riya Sunoj (III Sem) is a leading anchor of TV shows and an upcoming cine actor of Malayalam.

Our students won prizes in the following intercollegiate competitions:

- Bibin Vineeth, Anjana Muraleedharan- participants of the drama which won third place in the MG University Drama Festival, 2012-13.
- Sukanya –member of oppana team which won third place in the MG University Drama Festival, 2012-13.
- Priya Varughese, Jijith - Debate (St. Albert's College, 2011 & St.Teresa's College, 2011 & 2012)
- Priya Varughese, Varsha Varma – PPT (St. Teresa's College, 2012)
- Sreelakshmi, SethuParvathi, Tresa Antony - AD Zap (St. Teresa's College, 2011)
- Jihad Jamal, Upendrajith, Riya Sunoj, Jishnu, Anjana - Theme Dance (St. Teresa's & St. Xavier's 2011)
- Musical Adaptation of Macbeth (St. Teresa's College, 2011)
- Members of Intercollegiate Street Play Competition, 2011

- Overall Championship, Intercollegiate Fest, St. Xavier's College, 2011
- Runner-up, Intercollegiate Fest, St.Teresa's College, 2011
- Jihad Jamal - Individual Champion in Sports, 2010, 2011
- Jishnu V.– Ramp Walk, member of cricket team, first runner up in MG University (zonal)

Faculty achievements:

- Tresa Abraham K. is appointed as Deputy Chair person of IVth and IInd semester CBCSS examination.
- Dr. Laly Mathew is a subject expert for the recruitment of teachers and member of the Inspection Commission appointed by the M G University to give affiliation to new UG courses to be sanctioned to unaided Self Financing Arts and Science Colleges during 2012-13.
- Mini M. Abraham is the Director of the Teaching Partner Institution of ASAP Project of the Government of Kerala conducted under the leadership of the department.

24. List of eminent academicians and scientists/ visitors to the department –

1) Rev. Sr. Dr. Soona CMC, social worker, councilor and psychologist of Jeevodhaya Counseling centre 2013.
1) Prof. George Thottam online journalist, media consultant, retired Prof. of Journalism from Iona University, USA (2012).
2) Dr. Jose George, MA College, Kothamangalam, theatre expert and former Secretary, Kerala Sangeeta Nataka Academy(2012).
3) Sri Syama Prasad, acclaimed film maker and two time National Award winner (2012).
4) Sri. Jayagopala Menon, alumni of 1975 batch, UAE .(2011)
5) Prof. Alida Alison, Director of Centre for Comparative Literature,University of California, USA (2010)
6) Prof, Suniti Namjoshi, noted writer and academician, UK (2010).
7) Prof. C. S. Jayaram (Rtd. Professor , S H College Thevara) Director, Raja Ravi Varma Institute of Fine Arts, Govt. of Kerala, Mavelikara(2010)
8) Sri. John Paul, Eminent script-writer (2010).
9) Sri. P. Balan, Programme Executive, All India Radio, Kochi(2010)
10) Sri. Bharatchandran, Senior Programmer, Indiavision (2010)

25. Seminars/ Conferences/Workshops organized & the source of funding

a**) International**: UGC sponsored seminar on *(Re)- reading Classics in Children's Literature*,

conducted on November 2010.

b) **Regional :**

i) *Beyond Footlights: Theatre and Texts*, March 2012

ii) *Sattva* - Workshop on Personality through Theatre, January 2011

iii) Two day Workshop on *Media Writing*, August 2010

iv) Intercollegiate Fest, 2006

v) State level Interschool Story Re-telling competition 'Prathibanguram'

All the above were funded by the institution.

26. Student profile programme/course wise:

Name of the Course/programme BA English	Applications received	Selected	Enrolled *M *F	Pass percentage
2010-13	1183	28	8 20	78
2009-12	1128	29	6 23	90
2008-11	1016	30	8 22	84
2007-10	983	30	7 23	82

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. English	91	2.8	5.7

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc. ?

Defence Services - 1

NET - 5

29. Student progression

Student progression	Against % enrolled
UG to PG	75
UG to B Ed	80
PG to M. Phil.	25
PG to Ph.D.	8
Ph.D. to Post-Doctoral	-

Student progression	Against % enrolled
Employed • Campus selection • Other than campus recruitment	 10 70
Entrepreneurship/Self-employment	15

30. Details of Infrastructural facilities

a) Library -

Books - 1765 (1225 + 180 old texts)

- 360 (under UGC Grant for Remedial Coaching in English)

CDs - 130

b) Internet facilities for Staff & Students - Internet facility including N-list is available in the department for staff and students.

c) Class rooms with ICT facility – One classroom has built in ICT facility, t and the teachers make use of CD players, LCD projector, laptop, microphone and speakers in teaching Communication Skills and in making Power point presentations, screening movies etc..

d) Laboratories - nil.

31. Number of students receiving financial assistance from college, university, government or other agencies - 8 (from college students' aid funds)

- 47 (gets stipend from govt.)

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

The department conducted the following seminars and workshops for student enrichment.

Intercollegiate:

i) *Sattva :Personality through Performance* -Theatre workshop conducted by a reputed theatre group 'Celebrations' (2011)

ii) Workshop in *Media Writing* led by eminent experts of the media such as Sri. John Paul(Screen play), Sri. Bhagatchandran(TV), Sri.Balachandran(Radio script), Dr.C.S. Jayaram(Script), Sarath and Dhanya(copy writing) Ms. Geetika Sudip(print media) (2010)

iii) Intercollegiate Fest (2006)

Collegiate:

i) *Ignite* - Public Speaking Skills by Fr. Toby SJ, Sameeksha, Kalady (2012)

ii) Talk on Transactional Analysis

iii) Talk on *Media Writing* by Prof. George Thottam, Prof. of Journalism, Iona University, USA (2011)

iv) Interview Techniques by Sajjin Stalin, Alumnus 9(2010)

v) *Re-adaptation of Macbeth* staged by the students of Semester V (2011)

vi) *A Musical on Macbeth* staged by the students of Semester V

vii) Musical on *Christmas Carol* as part of birth centenary year of Charles Dickens

viii) Seminar and competitions on International Youth Day August 12, 2011

ix) Career Guidance workshop for Sem VI & Value Education class for Sem I students

x) Workshop on film appreciation skills

xi) Orientation on The Challenges and Problems of English Spelling by Prof. M.T Thomas, Retd. faculty, BMC (2011 and 2013)

34. Teaching methods adopted to improve student learning:

i) Study aids like charts, maps, movies, power point presentations used extensively

ii) CD players used to enhance communication skills

iii) Assignments, seminars, symposia and group discussions for desired learning outcome.

iv) Entry level tests to identify advanced & weak learners

v) Visual exposure to curriculum related areas. (For eg. students were taken for Shakespeare's *Midsummer Night's Dream* & Girish Karnad's *Hayavadana* staged by leading theatre groups).

vi) Dramatic representations (eg. Students scripted, directed and staged adaptation of Shakespeare's *Macbeth* (2011) and a musical scene from Charles Dickens' *Christmas Carol (2012).*

35 Participation in Institutional Social Responsibility (ISR) and Extension activities

i) Bharata Mata English Teaching Academy (BETA) conducted an ICT enabled certificate course in Basic English Training for the Kudumbasree women of the locality. Certificates were distributed to 47 participants.

ii) Our students work as trainers of Learning Inspired Programme conducted by the AMAARA Foundation to provide life skills training to economically backward students of government schools. Varsha Varma is the School Head & Priya Varughese is the team leader of AMAARA.

iii) Children's Play *Bommanahalliyile Kinnara Yogi* by noted theatre group Mazhavilliu, under Lokadharmi, a leading theatre group of the State was staged for the public on behalf of the Department in November 2010.

iv) An All Kerala Inter- school Story Re-telling competition was held in October 2010 and

five outstanding budding writers from among the school students were given awards sponsored by the Kerala State Institute of Children's Literature.

v) Ten veteran children's writers of Kerala were honoured at a public function in connection with International Seminar, 19 November, 2010.

vi) The students and the teachers make annual visits to Karunalayam Old Age home to celebrate Onam & X'mas and make contributions.

vii) Students cleaned the premises of 'Pratheekshalayam', a home for handicapped destitute children on August 2012.

viii) Prof. Tresa Abraham and Dr. Laly Mathew gave tutorial lessons to the less privileged students of the Sneha Bhavan orphanage.

ix) Prof. Lissy Kachapilly served as facilitator to high school students of Govt. Girls' High School, Ernakulam.

36) **SWOT analysis** of the department

Strengths:

a) Growing demand for the programme
b) Scope for wider job opportunities
c) Scope for students to branch out to other disciplines
d) Increasing number of quality students opting the programme
e) Great team work from a committed and highly motivated faculty
f) Good rapport between teachers and students including the alumni who work as a family

Weaknesses:

a) Poor standard of average number of students joining the programme
b) Non-proximity to the city prompting students from better educational background to choose other colleges as their first option
c) Inadequate communication skills of students in English
d) All the above weaknesses are basically due to the poor economic and rural background of students.

Opportunities:

a) The revision of basic qualification for English teachers in schools as Graduation in English
b) Demand for people with good communication skills in the current Indian and world job market, MNCs, BPOs etc.

Threats:

a) The influx of students to professional courses
b) Mushrooming of self-financing programmes with state-of-the art facilities and cut-throat marketing techniques
c) Lack of direct job placements in fields associated with English language.

Future Plans of the Department

2013 - M.A. in English Language & Literature & Intercollegiate Literary Fest
2014 - Certificate Course in Neuro Linguistic Programme & National seminar
2015 - B.A. in Communicative English (Three Main)
2016 - Launch of national journal
2017 - Research Centre in English.

Evaluative Report of the Economics Department

1. Name of the department Economics

2. Year of Establishment 1970

3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG—BA Economics

4. Names of Interdisciplinary courses and the departments/units involved:

Complementary Courses : Roots of the modern World, Transition to the contemporary World are offered to the department of English

Open Course: Fundamentals of Economics.

Departments involved: Mathematics, Physics, Chemistry, English, Malayalam, Botany and Commerce.

Add-on Course : Basic Course on Counselling offered to the students of the department.

5. Annual/ semester/choice based credit system (programme wise): Semester system (choice based credit system)

6. Participation of the department in the courses offered by other departments: The Students of Economics department take the following open courses offered by the respective department:

j) English for Careers – Dept. of English
k) Ornamental Fishing - Dept. of Zoology
l) Applicable Mathematics - Dept. of Mathematics
m) Amateur Astronomy - Dept. of Physics
n) Energy & Environmental studies - Dept. of Physics
o) Madhyama Padanam - Dept. of Malayalam
p) Physical Health & Lifeskills Education - Dept. of Physical Education
q) Capital Market & Investment management -Dept. of Commerce

7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil

8. Details of courses/programmes discontinued (if any) with reasons:Nil

9. Number of Teaching posts 4

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	3	3
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specilization	No. of Years of Experience
*Dr. M. T Antony	M.A, M.Phil, PhD	Asso. Prof.	Public sector Economics	21
Dr. Kochurani Thomas	M.A, M.B.A, Ph.D	Asso. Prof.	H.R. M Gender studies	20
Prof. Ransamma Joseph. V	M.A, (Eco), M.A.(His), M. Ed	Asso. Prof.	-	27
Fr. George Athappilly	M.A	Asst. Prof.	-	16

***Dr. M.T. Antony Guided 4 research students for Ph.D**

11. List of senior visiting faculty

a. Prof. Jose Thomas
b. Prof. Giles K.J
c. Dr. N Ajithkumar
d. Dr. Arunachalam

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise): 45:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:Nil.

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.
Ph.D-2; M.Phil.-1; PG-2.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University

Dr. M.T. Antony and Dr. Kochurani Thomas are recognized research guides of M.G University in S.S. College, Kalady and St.Teresa's College Ernakulam, respectively.

19. Publications:

* **Publication per faculty**
  - Dr. Kochurani Thomas has published 7 books and numerous articles in magazines and periodicals. Article on Foreign Domestic Investment in Teacher's Voice a professional journal of teachers. Article on adolescent problems in PRABODHINI, a journal of socio economic project of SAHRUDHAYA.
  - Dr. M.T Antony and Dr. Kochurani Thomas translated a text book on Economics for secondary students of National Institute of Open Schooling.

20. Areas of consultancy : Career guidance, Save A Family Plan India, Sahradaya welfare services

Income generated: Nil

21. Faculty as members in

i. National committees b) International Committees

1. Dr. M.T Antony

- Member of College Council, St. Joseph's college Kalamassery.
- Member of accreditation team for National Institute of Open Schooling.

2. Prof. Ransamma Joseph

- Member of Board of Directors, Save A Family Plan India Ltd, engaged in social and family development programmes in 14 states of India
- Executive member of Board of Directors of Sahradaya Welfare services, an NGO, Ernakulam Ankamaly Archdiocese.
- Member of editorial Board ''Solidarity' a parish bulletin.
- Member of Educational Advisory Board, St.Jude Higher secondary School, Ernakulam
- Member of pastoral council, Ernakulam Ankamaly archdiocese.
- Moderator of the panel of the national Conference First Asian Encounter of World Youth Parliament

3. Dr. Kochurani Thomas

- National vice president of Catholic Council of India, a forum for policy making at national level concerning topics affecting church and society.
- Member of Editorial Board ''Kairos' magazine for youth empowerment.
- Former member executive committee pastoral council,

- Member of Syro Malabar Laity Consultancy Council

4. Rev.Fr. George Athappilly

- Manager, Sacred Family L.P. School and St. Augustine's nursery School, Nedungad
- Vicar, St. Augustine church, Nedungad.

22. a. Percentage of students who have done in-house projects including inter departmental / programme: 33%

b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and student

b. Dr. M.T. Antony team member for accreditation for National Open School.

c. Dr. Kochurani Thomas recipient of WOMAN OF THE YEAR Award by American Biographical Institute in 2005

d. Dr. Kochurani Thomas, member of squad for conducting examinations by M.G University.

e. Dr. Kochurani Thomas, member of Inspection Committee for sanctionaing new courses by M.G University.

f. Dr. Kochurani Thomas, Member of expert panel judge for a family reality show in Mazhavil Manorama 2011-12

g. Dr. Kochurani Thomas, regular columnist on FAMILY ECONOMICS AND BUDGET in Malayal Manoram Weekly, which has largest circulation in South India.

h. Dr. Kochurani Thomas, frequent cover story writer on social and economic issues in APNADESH , a fortnightly publication from Kottayam

i. Dr. Kochurani Thomas, presented paper in South Asian Conference on women empowerment at Dhakka, Bangladesh.

j. Dr. Kochurani Thomas led youth groups for Youth Leadership Training Campaigns in Germany France Italy, Australia Singapore, and Bangkok.

24. List of eminent academicians and scientists/ visitors to the department

16. Dr. Sebastian Paul, Ex. M.P
17. Dr. Martin Patric, Director of
18. Dr. Mary Joseph, Dean, M.B.A Dept., BMIM
19. Prof. N.D Jacob, Asst. Dean M.B.A Dept., BMIM

20. Director KIED
21. Dr. Francis Cherunilam
22. Dr. Rajsenan D.
23. Dr. Rema Dileep
24. Dr. Ajith kumar N.
25. Prof. Robins Jacob
26. Dr. Muraleedharan.

25. Seminars/ Conferences/Workshops organized & the source of funding :

Regional seminar on entrepreneurship development: prospects and challenges held on December 7 and 8 2011in collaboration with Kerala Institute for Entrepreneurship Development.

A Workshop on Gender Sensitization by Dr. Aaron Melavec, Vice President of Catharine of Siena virtual college conducted Feb 08, 2013.

26. Student profile programme/course wise:

Name of the Course/programme BA Economics	Applications received	Selected	Enrolled *M	*F	Pass percentage
2007-2010	575	52	18	34	87
2008-2011	650	45	19	26	89
2009-2012	690	50	23	27	75
2010-13	622	50	22	28	70

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA Economics 2012-13	98%	2%	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	**20%**
PG to M. Phil.	**NA**

Student progression	Against % enrolled
PG to Ph.D.	**NA**
Ph.D. to Post-Doctoral	NA
Employed • Campus selection • Other than campus recruitment	15% 2%
Entrepreneurship/Self-employment	5

30. Details of Infrastructural facilities

e) Library : a well-equipped reference library for Economics, political Science and History all Economics students have access to these facilities. Also we have reference books for preparing competitive examinations

f) Internet facilities for Staff & Students: one computer with net facility

g) Class rooms with ICT facility: 1

h) Laboratories: NA

31. Number of students receiving financial assistance from college, university, government or other agencies: 36

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

a. Regional seminar on entrepreneurship development: prospects and challenges
b. Regional Seminar on Inflationary Trends in Indian Economy
c. Seminar on Eco Tourism
d. Seminar on World Economic Depression, Its Impact on Developing Economies
e. Symposia on ASEAN Agreement

33. Teaching methods adopted to improve student learning

PowerPoint /OHP presentations are instrumental in both teaching of the subjects and also in presentation of student projects.

Group discussions, quiz programs and debates are organized for students on current and relevant topics.

Student groups are taken on visits to nearby institutions like History Museum, Hill Palace and industrial visits.

Eminent resource persons are invited to conduct seminars on topics of interest, students are also encouraged to attend similar seminars at other colleges/institutions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

    a. Frequent visits to Karunalayam, an old age home

    b. Blood donation campaigns

    c. Computer literacy for housewives

35. SWOC analysis of the department and Future plans

Strength

- Committed faculty and academics, well appreciated by students
- Team spirit and synergy
- Excellent value orientation
- Feedback based coaching
- Teaching enhancements by continuous evaluation
- Specialised add on courses/coaching
- Individual care and counseling with need based strategy
- Helping economically backward students
- Remedial coaching
- Bridge classes for the needy students.

Weakness

- Poor quality of rural and suburban students
- Inadequate IT infrastructure

Opportunity

- Active alumni and ex-faculty support for staff and students
- Local business initiatives and extra learning opportunities

Challenge/threat

- Hectic schedules of present semester system
- Dilution of non-professional student quality
- Unfocused rural/suburban students

Future Plans:

The Economics department has chalked out the following plans:

1. Seminars/workshops/ Symposia:

    a. National seminar on entrepreneurship

    b. Workshop on budget

    c. Symposia on fiscal structures

    d. Seminar on history.

2 .Extension activities:

    a. Creating as a model ward in Kudilymukku

b. Visits to families of the students.

c. Visits to old age homes, cancer wards etc.

d. An exhibition related to pricing trends in the retail sector.

3. Student enrichment programmes:
   a. Intercollegiate debate competition
   b. Inter-departmental Quiz competition.
   c. Kerala piravi celebrations.
   d. Publishing manuscript magazine.
   e. Continue with the Observance of days of social importance such as
      March 8 -- International Women's Day
      Dec 10 -- Human Rights Day
      Feb 28 -- Budget.

Evaluation Report of Malayalam Department

1. Name of the department –Malayalam

2. Year of Establishment - 1998

3. Names of Programmes / Courses offered – B.A Malayalam Copy writing (Vocational)

4. Names of Interdisciplinary courses and the departments/units involved –
Complementary Courses – Journalism and copywriting conducted for the Malayalam students.
Open Course – Media Studies is offering to students of all other department.
Add on course - 'Anchoring and News Presentation' is offered to the students of all disciplines.

5. Annual/ semester/choice based credit system (programme wise) - Choice Based Credit and Semester System

6. Participation of the department in the courses offered by other departments: Second Language Malayalam is providing to the students of all department. The students of the department take Open Courses offered by the departments.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil

8. Details of courses/programmes discontinued (if any) with reasons – Nil

9. Number of Teaching posts - 5

Designation	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	One	One
Asst. Professors	Four	Four

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Josy Joseph C	M.A	Asso.Professor	Advertising and Media	16
Soumya Thomas	M.A, B. Ed, M. Phil	Asst Professor	Language and Literature	1
Dr. Thomas Varghese	M.A, M. Phil, MBA, PGDJ, Ph. D	Asst Professor	Language and Literature and News Media	1

Dr. Liji Joseph	M.A, B. Ed, Ph. D	Asst Professor	Language and Literature	1
Rev. Fr. Anish Paul	M.A	Asst Professor	Language and Literature	1

11. List of senior visiting faculty –

Prof. Augustin Joseph

Prof. T.D Mathew

Prof. Alice Ampanatt.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty – 20% (Computer Training)

13. Student -Teacher Ratio (programme wise) –

Students of core BA Malayalam- 16: 1

Malayalam Second Language -75:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled – Nil.

15. Qualification of teaching faculty with Ph. D, M. Phil, PG:

PhD	MPhil	PG
2	1	2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received –

Three minor projects have been submitted to the UGC by the faculty and are awaiting sanction.

17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR, etc. and total grants received – Nil.

18. Research Centre /facility recognized by the University – Nil.

19. Publications:

- **Publication per faculty –**

Prof. Josy Joseph C:

Published a text book 'Parasyakala Sidhandhavum Preyogavum' (A Text Book for B.A Malayalam Students, Esparento Publications, Kaloor,Kochi,2009.)

- **Number of papers published in peer reviewed journals (national / international) by faculty and students**

  By Faculty

Soumya Thomas : Published the following research articles in Malayalam

- Kadhayile Madhyama vimarshanam(2003 Vayana)
- Paristhithika Sthreevadhavum puthiya Malayala kavithayum(2002 Samayam)
- Sthree Jeevitham : Akam-Purangal (2012 Malayalthile Kadhakarikal)

Dr. Thomas Varghese: Published the following research articles in Malayalam

- C.V, Basheer, O.V Vijayan An Eco Reading, Vinjana kairali Sep 2010
- The human life reflected in Kuttanadnan folk songs Malayalam Research Journal
- Wrote a column on Janayugom Daily Named Ayalkalam
- Published a number of Articles in different Magazins and News papers and journals.

Dr. Liji Thomas: Published the following research articles in Malayalam

- Viragikalaya vazhipokar (Upadhewany 2009)
- Veedukal Namlodu samsarikkunathenthyo (Upadhewany 20100
- Kurishinte vazhi (www.puzha.com)
- Chalachithra Logathe Athulya Prethipakal Literary criticism (www.puzha.com)
- Pusthaka Nirupannam (www.puzha.com)

Anish Paul

- Kraisthavikatha kalika madhyamangalelude –Jeevadhara Vol.-42,2012 june - July

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil
* Monographs – Three Manuscripts named *Madhuram Malayalam* (2008-2009,2010-2011)
* Chapter in Books – Nil.
* Books Edited – Nil.
* Books with ISBN/ISSN numbers with details of publishers –

Prof. Josy Joseph C:

- Published a text book 'Parasyakala Sidhandhavum Preyogavum' (A Text Book for B.A Malayalam Students, Esparento Publications, Kaloor,Kochi,2009.)

20. Areas of consultancy and income generated –

➢ Consultancy Services provided by Prof Josy Joseph C with remunerations

Media Course Consultant of Press academy

Multi media Consultant for DIST

Advertising strategy consultant with EXODUS

Writes Script for Different types of Ads

Wrote a Text book on Advertising Art

Jury Member – Goodness T.V. Media award

Columnist in different magazines

- Consultancy Services by Dr. Thomas Varghese

  Anchored Weekly Program named Thirinjunottam on Asianet channel (2008)

  Working as a visiting faculty with Department of Journalism N.S.S College Cherthala, S.T Thomas College kozhencherry, C-DIT Thiruvanathapuram with remuneration.

  Taking classes and workshops on media related subjects.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards – Nil.

22. Student Projects

a) Percentage of students who have done in-house projects including inter departmental/Programme – All fourth semester students are doing projects as part of on- the-job training.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories - Nil /Industry - Nil /Other agencies:

All fourth semester students are placed at various advertising agencies in Kochi for on- the- job training suggested by the University as part of their curriculum.

23. Awards/ Recognitions received by faculty and students.

Faculty-

Prof. Josy Joseph got the award for the Best Corporate Film of the Cochin Advertising club.

Students-

University Rank holders of BA Copy Writing and Journalism in the last four years:

Name	Year	Rank
Lakshmi Balachandran	2010	lll
Jibina A S	2009	ll

24. List of eminent academicians and scientists/ visitors to the department –

Famous Malayalam critics like Prof. M. Leelavathi, M.K. Sanu, M. Thomas Mathew, Dr. Sunil P Elayidam, P. Pavithran

Language experts like Dr. James Manimala, Dr. Mathew Muttam, Dr. Aju Narayanan and Dr. Markose.

25. Seminar/ conferences /workshops organized

a) Seminar on journalism conducted on 4-7-2008. The resource persons were Delson Scaria, an eminent journalist and sub Editor of 'Ora' –(Organ for vaclical action).

b) Semianr on 'Film Direction' conducted on 3-10-200. The resource person was Sarath Chandran, Beareu Chief 'Manorama News Mumbai'.

c) Seminar on 'Malayalam Grammar' on 28-11-2008. The resource person was V.P Markose, HOD Malayalam Department UC College, Aluva.

d) A talk by Aju M. Narayanan Prof. UC College, Aluva on 3-11-2009.

e) Speech on literary Criticism by M. Thomas Mathew on 4-11-2009

f) Talk on 'Reading and Anchoring by Bhagath Chandrasekharan – Eminent Journalist on 18-2-2012.

g) Idea Festival of Advertising- Inauguration and keynote address by Mathew Paul Ad-film director on 12-3-2012.

h) Seminar on Journalism new Opportunities and Challenges by Sarath Chandran – Malayal Manorama, Regional Head on 17-8-2012.

i) Talk by Adv. Jayasankar, eminent Media Critic and writer on 22-8-2012.

j) Malayalam Association Inauguration and key note speech by M.P Basheer, Ex. Editor, India Vision on 21-12-2012

26. Student profile programme/course wise:

Name of the Course/programme BA VOC. Malayalam	**Applications received**	**Selected**	**Enrolled M F**	**Pass percentage**
2010-'13	265	27	4 23	96.2
2009-'12	252	30	11 19	77
2008-'11	212	29	10 19	57
2007-'10	242	29	5 24	88

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA Malayalam	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? -

    Net – 1 Student.

29. Student progression

Student progression	Against % enrolled
UG to PG	**30**
PG to M.Phil.	**10**
PG to Ph.D.	**2**
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	 2 40
Entrepreneurship/Self-employment	15

30. Details of Infrastructural facilities

a) **Library:**–

The Department Library has around 2000 books under various categories: – History, Linguistics, Translated Works, Grammar, Advertisements, Management theories, Marketing theories, literary Criticism, Journalism, literature(poetry ,Novel, Short Stories, Drama), folklore studies.

News papers and Magazines- Madhayamam and Mathrubumi dailies and weeklies are being circulated among the students.

b) Internet facilities for Staff & Students – One computer with internet facility. Through INFLIBNET our students have access to university research centers and e-journals.

c) Class rooms with ICT facility – A wall mounted LCD Projector, audio equipments etc. are in the media lab.

d) Laboratories – As a vocational course concerning advertisement and marketing, we are equipped with a media lab with a camera and other facilities. Editing software has been introduced and works are being done by students.

31. Number of students receiving financial assistance from college, university, government or other agencies – 6.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts –

Students enrichment programmes on Journalism and reporting, Film Direction, Malayalam Grammar, Advertising etc are conducted.

Documentaries and short films are produced and shots are edited solely by the students.

Our internet channel *Channel BMC* gives media tutorial for our vocational students.

33. Teaching methods adopted to improve student learning

The vocational course Malayalam is concerned with vast visual media and copy writing. During the course the students are equipped with language ability and technical knowledge about the advertising media. Apart from class room teaching, practical experience is equally crucial in this course. Eminent personalities are invited and their lectures are useful to students in the area of practical knowledge about media recording, reporting and anchoring etc. In this direction the department is conducting various competitions in collaboration with mass media. Idea fest, FM Rainbow Fest are some of them in this direction. The audio video converge of all the programmes conducted by department and college are done by our students

Fourth semester students are sent on job training to different advertising agencies. They are assigned to do a project and advertisement there. Third and fourth semester students are attending practical computer course- MS Word, Page Maker, Photo shop and Corel draw. As part of course completion they submit Project Repots. Competitions in the field of copy writing, anchoring and literature are usual method adopted by the department.

Common courses-assignment, projects seminars, reviews drama, debate, group discussions are some of the means to teach the syllabus. Script writing competitions and other creative writing practices are there. Once in a while students are allowed to criticize the class and give their suggestions.

News magazine 'Gulmohar'-For the last five years we are publishing Gulmohar under the total supervision of our students. The interviews, reports, photo graphs, reviews, lay out, editing and the circulation are undertaken by our students.

***Channel BMC* as a tutorial:-** Through the channel lectures about editing, documentary production, short film making etc. are covered. Short films and documentaries produced by our former students are available in the channel. It is being updated by our students. Documentaries and short films are produced, shots are edited by students.

Once in two weeks there are film shows in the media lab.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :–

Orientation Programmes are provided on the topics Students' Psychology, Awareness on Cyber Crime, Importance of online tutorials for Photography, Editing, Animation etc through Channel BMC.

35. SWOC analysis of the department and Future plans

Strength & Opportunities

- As a Vocational Course the students can achieve careers in different media like TV, News paper, radio etc.
- The curriculum of the course is interdisciplinary and consists of subjects like Journalism, Computer applications, Advertising and Malayalam language and literature. Hence students can pursue their higher studies / suitably select their future career.
- Most advertising agencies are located in the Smart city of Kochi, Kerala. It helps several students to get job in advertising industry.
- Fourty percent of our former students got placement in different visual media fields. Radio mango, Manorama news channel, Manorama daily and Club FM are some of them.
- Mosa members are the backbone of all the innovative programme of our department. All these famous personalities are always ready to help their juniors. Their experiences and suggestions are shared among the juniors whenever possible.

Weakness:

- Due to the norms and conditions regarding admission in the course, the college cannot select students based on Entrance test, Interview & GD.
- Attitudinal problem of the students is affecting the University result.
- Students are from very poor economic background.

Future Plans:

1. Establish *Channel BMC* as a Live Web Channel.
2. Conduct an International Seminar on Copy Writing.
3. Conduct a workshop for Mobile phone filmmaking.

4. Conduct a National Seminar on Malayalam Language and Literature.
5. Start Diploma courses in different media subjects with the financial help of UGC.
6. Conduct Workshops on Anchoring.
7. To start a home Radio(FM) in the college.

Evaluative Report of Commerce Department

1. Name of the Dept : Post Graduate Department of Commerce
2. Year of Establishment:

   The Department with B.com degree was established on Aug 7, 1980. The post graduate course (M.Com) was commenced on Nov 26, 1981.
3. Names of Programmes /courses offered:

   The Department offers B.Com degree with VAT and Income Tax as electives and M.Com degree with Financial Management as elective.
4. Names of inter disciplinary courses:

   Open course on Capital Market and Investment Management is conducted for the students of other departments.
5. Annual/ Semester/ Choice Based Credit System : CBCSS Programme B.Com and Semester system in M.Com
6. Participation of the department in the courses offered by other departments:

   The Fifth semester students of the department attend Open courses offered by the departments of English, Physics, Mathematics, & Economics.
7. Course in collaboration with other universities, industries, foreign institutions etc: Nil
8. Details of courses / programme discontinued (if any) with reasons: Nil
9. Number of teaching posts :

   Associate Professors: Sanctioned: 9 ; Filled: 9
10. Faculty profile with name, qualification, designation, specialization

Name	Qualification	Designation	Specialization	No of Years Experience	No of Ph.D students guided for the last 4years
Prof. Antony D Parackal	M.Com, M.Phil	Associate Professor (HoD)	Financial Management	32	-
Prof.T.R.Venkatesh	M.Com	Associate Professor	Financial Management	32	-
Prof. (Dr) Baby Joseph	M. Com, MBA, Ph.D	Associate Professor	Financial Management	31	4
Prof. (Dr) Joy Joseph Puthussery	M. Com, Ph.D, AICWA	Principal	Financial Management	29	9

Prof. Rev. Sr. P.K. Annie	M. Com	Associate Professor	Financial Management	24	-
Prof. James Vallavanthara	M.Com	Associate Professor	Financial Management	29	-
Prof. T. J. Joseph	M.Com	Associate Professor	Financial Management	27	-
Prof. (Dr) Jojo Paul	M. Com, Ph.D	Associate Professor	Financial Management	27	-
Prof. P. V. Joseph	M. Com, LLB	Associate Professor	Financial Management	22	-

11. List of Senior Visiting Faculty :
    - Prof. V A Jose, Rtd. Faculty Addressed the III B.Com class for 3 periods (Sept, 2011).
    - 2. Dr. K A Mathew, Rtd. Faculty Took one days class (Jan, 2010) on the topic on Research Methodology.
    - Prof. Mathew Jacob, Retd Faculty Guided the students of III B Com & I , II M Com Students on how to excel in Interviews and Group Discussions (Dec, 2012).
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :Nil
13. Student – Teacher Ratio : B.Com 20:1, M.Com 5:1
14. Number of academic support staff (technical) and administrative staff, sanctioned and filled:

    One Library Assistant
15. No. of Qualifications of teaching faculty with D.Sc/D. Litt/ Ph.D/M.Phil/PG

    Ph.D : 3
    M. Phil : 1
    PG : 5
16. Number of faculty with ongoing projects from a) National b)International funding agencies and grants received :

Sl. No	Name of the Faculty	Topic of Research	Funding Agency	Date	Project outlay
1.	Dr. Joy Joseph Puthussery	Non-performing assets in the long Term lending sector	UGC	07/06/2004-06/06/2006	70,000
2.	Dr. Mathew Jacob	Impact of reforms and private sector on insurance marketing in rural household sector	UGC	02/08/2006-01/08/2008	55,000

17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR, etc and total grants received : Nil
18. Research Centre/facility recognized by the University :Research Centre for Ph.D Degree in commerce

Research Guides:

- Dr. Joy Joseph Puthusserry has produced Four Ph.Ds & five Research Scholars pursuing studies for Ph.D
- Dr. Baby Joseph has produced Two Ph.Ds & Two Research Scholars are pursuing studies for Ph.D.

19. Publications:

Research Publications of Dr. Joy Joseph Puthussery

1. **Dr. Joy Joseph Puthussery** and Sr. Tessy Thomas- Rural Entrepreneurial Development: Role of RSETIs, Paradigm Shift in Innovative Business Management CBA Publishers, Chennai ,pp 610-620,2012
2. **Dr. Joy Joseph Puthussery** and Sr. Tessy Thomas Rural Entrepreneurial Development: SGSY and RSETIs- ENMAN '12, National Conference on Entrepreneurship Management, Chennai pp.145-148, September 2012.
3. **Dr. Joy Joseph Puthussery** and O.C. Aloysius-Asset Quality of Indian Commercial Banks: A Comparative Analysis, Holy Grace Management Review, Excel India Publishers, New Delhi, International Journal, volume III, pp 21-34, December 2011.
4. **Dr. Joy Joseph Puthussery** and O.C. Aloysius- Managerial Efficiency of Public Sector Banks and New Generation Private Sector Banks in the Post Liberalization Era, Journal of Management and Science, volume I, Loyola College, Chennai,pp. 62-68,2011
5. **Dr. Joy Joseph Puthussery** and Mercy Joseph -Economic Empowerment of BPL Women in Kudumbashree NHGs: A Study, Indian Commerce Bulletin, Commerce Association of Kerala, volume XI, pp 76-86,June 2011.
6. Dr. Joy Joseph Puthussery, Dr. Jojomon N.A. and Dr. Mathew Jose K. - A study on the Impact of Labour Right Sizing on Employees, Indian Commerce Bulletin, Commerce Association of Kerala, volume XII, pp 133-137,June 2011
7. **Dr. Joy Joseph Puthussery** and Mercy Joseph- Global Sources in Infrastructure Financing with special Reference to Foreign Direct Investment - Seminar proceedings of the National Seminar on Urban Infrastructure Financing, Department of Commerce Bharata Mata College, Cochin, pp 88-97,November 2010
8. **Dr. Joy Joseph Puthussery** and Shaju Mathew-Economic Advantages of international Transshipment Container Terminal Vallarpadam, Seminar proceedings of the National Seminar on Urban Infrastructure Financing, Department of Commerce Bharata Mata College, Cochin, pp 104-109,November 2010
9. **Dr. Joy Joseph Puthussery** and O.C. Aloysius-PPP Model Financing in the Road Transport Infrastructure in India – Seminar proceedings of the National Seminar on Urban Infrastructure Financing, Department of Commerce Bharata Mata College, Cochin, pp 47-64,November 2010
10. **Dr. Joy Joseph Puthussery** and Reji M.A-Technology Upgradation Programme of SIDBI : A Micro Study, Southern Economist, volume 47,Delhi,pp 20-35, March 2009

11. **Dr. Joy Joseph Puthussery**-Non Performing Assets- A study with special reference to Primary Agricultural Development Banks, Cognizance, Dept. of Commerce & Research centre, St. Albert's college, Cochin, volume 2 pp 32-36, Jan 2008
12. **Dr. Joy Joseph Puthussery** and Dr. Jojomon N.A-Economic Reforms and Trodden Labour of Developing Countries, Indian Commerce Bulletin, Commerce Association of Kerala, volume X, pp 61 – 66, January 2008
13. **Dr. Joy Joseph Puthussery** and Reji M.A-Growth of Small Scale Industry in Kerala in the Post Liberalisation Era, Small Scale Industry in Kerala: Problems and Prospects, Nirmala Academic & Research Publications, Muvatupuzha pp 11-17, January 2004
14. **Dr. Joy Joseph Puthussery** and Raji Joseph-Asset Liability Management in the Context of Globalisation: Aims and Strategies, Indian Commerce Bulletin, Commerce Association of Kerala, volume VII, pp 49 – 54,March 2004
15. **Dr. Joy Joseph Puthussery**-Reasons for Overdues on the Primary A.R.D.B. of Kerala – A Beneficiary Level Analysis, Indian Commerce Bulletin, Commerce Association of Kerala, volume VI, pp 14 – 20, December 2002
16. **Dr. Joy Joseph Puthussery**-Structural Analysis of Overdues in Agricultural Development Banks in Kerala, Management Researcher, volume VII, Journal of the institute of Management Development & research, Thiruvanathapuram, pp 26-31,September 2000
17. **Dr. Joy Joseph Puthussery**-Socio Economic Characteristics and Nature of Default – A Study of Primary Agricultural and Rural Development Banks in Kerala ,Land Bank Journal, volume XXXVIII, National Cooperative ARDBs Federation, Mumbai, pp 7 – 15, December 1999
18. **Dr. Joy Joseph Puthussery**-Human Resource Management in Banking – A Critical Review, Indian Commerce Bulletin, Commerce Association of Kerala,volume III,pp 29 – 34, September 1999
19. **Dr. Joy Joseph Puthussery** -An Enquiry into the Appropriation of Margin of Agricultural Development Banks in Kerala, The Management Accountant ,volume 34, Institute of Cost &Works Accountants of India, Calcutta, pp 187-189,March 1999
20. **Dr. Joy Joseph Puthussery** Determinants of Overdues in Agricultural and Rural Development Banks -Indian Commerce Bulletin, Commerce Association of Kerala volume 3,pp 51 – 56,January 1999
21. **Dr. Joy Joseph Puthussery**-Determinants of Profit in Agricultural and Rural Development Banks ,Land Bank Journal, volume XXXVIII, National Cooperative ARDBs Federation, Mumbai, pp 3 – 8, September 1998.
22. **Dr. Joy Joseph Puthussery**-An Enquiry into the Fund Management Efficiency in Primary Agricultural and Rural Development Banks in Kerala, Agricultural Banker, volume 22, Journal on Rural Banking & Economics, pp 42-48, March 1998

Research Publications of Dr. Baby Joseph

1. Shafeer P.S And **Dr. Baby Joseph**, Bench Mark: A concepted Review and Empirical Evaluation,MIRROR Mar 2012.

2. Shafeer P.S And **Dr. Baby Joseph**, Quality Circle Activities in the Manufacturing Organizations of Kerala Research Scholar, Scholars Assn of Kerala, Ruby Villa, Kozha P.O, kottayam Dist (pages 162-168) Mar 2012.
3. Dean Martin C and **Dr. Baby Joseph**, A study on Retailers And Customers attitudes towards Branded Umbrellas in Thrissur District, KEGEES Journal of Social Sciences (pages 232-239)Jan 1, 2012.
4. Dean Martin C and **Dr. Baby Joseph** The Customer Satisfaction over Co-Operative Retailing : An Empirical Study on the Co-Operative Customers in Thrissur District, Acumen, Mariam College, Kuttikkanam (pages 79-89) Dec 2011.
5. Dean Martin C and **Dr. Baby Joseph**, A study on Retailers And Customers attitudes towards Detergent Powders in Thrissur District, Indian Commerce Bulletin, Commerce Assn of Kerala, (pages 53-64) Jun 2011.
6. Dean Martin C and **Dr. Baby Joseph**, Chain Retail Outlets Vs Franchise Outlets Vs Single Unit Outlets: An Empirical study among the Customers of Central Kerala, Research Lines – Inter disciplinary Research Journal (page 49-57), Jan – Jun 2011.
7. Dean Martin C and **Dr. Baby Joseph**, The satisfaction of Customer over employees and satisfaction of employees over Retail Outlets: An empirical study of Customers and Employees in Trissur District, Basileus Researcher – A Journal of Inter disciplinary journal ,Jul – Dec 2011.
8. Dean Martin C and **Dr. Baby Joseph**, A study on Retailers And Customers attitudes towards Toothpaste Brands in Thrissur District, Inter disciplinary Research Journal, Deva Mata College, Kuravilangad (pages 1-7) Dec 2010.
9. Dean Martin C and **Dr. Baby Joseph**, A Case on Brand Preference on Talcum Powder with reference to Trissur District. Management Innovator
10. Dean Martin C and **Dr. Baby Joseph** , Customer Preference towards Branded Potato Chips in Thrissur District -Baselius Researcher - A journal of inter disciplinary study and research. Basileus Research Guidance Centre, Baselius College, Kottyam. Page 235.

Text Books published by Dr. Joy Joseph Puthussery

1. **Dr. Joy Joseph Puthussery** , V.P. Gaur, T.B Narang, Santhosh Tandom-Law and Practice of Income Tax- Kalyani Publishers, New Delhi- 2004
2. **Dr. Joy Joseph Puthussery** Shaju Mathew-Business Research Methods Ane Books Private Limited, New Delhi

Text Books Published by Prof. T J Joseph.

1. Income Tax Law and Practice –2nd Edition
2. Income Tax Assessment and Practice
3. Secondary Business Studies—A Text Book of National Institute of Open Schooling (NIOS)- Translation from English to Malayalam.

20. Areas of Consultancy and Income Generated :

Faculty members of other colleges and students possessing JRF in particular employed in / or seeking help for higher studies of nearby colleges, approach Our Principal and Research Guide Dr. Joy Joseph Puthussery, Dr. Baby Joseph and Dr. Jojo Paul for guidance in research topics and possibility of taking up research work leading to Ph.D degree.

Students pursuing for MBA degree of universities of imparting Distance Education, also approach Dr. Joy Joseph Puthussery, Dr. Jojo Paul, Dr. Baby Joseph for guiding them in preparing their dissertation / project work. The guidance is given free of cost and as such no income is generated from such consultancy.

21. Faculty as members in a) National Committees b) International Committees c)Editorial Boards :

- Prof. Antony D Parackal, Dr. Joy Joseph Puthussery, Dr. Baby Joseph – Life members of All India Commerce Congress and All Kerala Commerce Association, New Delhi.
- Dr. Baby Joseph – Treasurer of All Kerala Commerce Association.
- Prof. James Vallavanthara acted as Chairman, B.Com Travel and Tourism Course, M.G. University for the academic years 2004-2011.
- Dr. Jojo Paul, was member of Curriculum Work-Design-Workshop held in the M.G. University.

22. Student Project

a) Percentage of students who have done in-house projects including inter departmental/ programme : 100%

b) Percentage of students placed for projects in organizations outside the institution ie Research laboratories/ industry/ Other Agencies :Nil

23. Awards / Recognitions received by faculty and students :

Mr. Vittil Nixon (2011-2014) presently a II BCom student, secured Gold Medal for best cadet, competition held at Calicut TSC-IGC, Silver Medal for firing competition at Calicut TSG-IGC, Broze Medal for Distance Gauging at New Delhi NCC Camp.

Ms. Neethu (MCom 2010-2012) part took in the Republic Parade held In New Delhi .

24. List of eminent academicians and scientists/ visitors to the department :

- T. K. Raman, Chairman, TILT-The Institute for Leadership Training, visited the department in Jan, 2nd 2012.
- CA Venugopal C Govind, Partner, Verma and Verma, Chartered Accountants, visited the department in Aug, 2011.

25. Seminars/Conferences/Workshops organized & the source of funding:

A UGC Sponsored National Seminar on *Urban Infrastructure Financing : Options & Policies In The Emerging Indian Scenario* were conducted by the department on Nov 23,24 and 25th 2010 with the Technical Partnership from Roads and Bridges Development Corporation of Kerala (RBDCK).

26. Students Profile Programme :

Name of the Course/programme B.Com	Applications received	Selected	Enrolled M F	Pass percentage
2010-13	1714	58	22 36	98.2
2019-2011	1453	58	20 38	95
2008-'11	1504	58	24 34	93
2007-'10	1893	57	23 34	92

27. Diversity of Students :

B.Com - 100% students from the same state

28. Students who have cleared National and State Competitive Examinations:

JRF : Year 2008-2010 : Mary Sruthy Melbin
: Year 2010-2012 : Joseph Joy

NET : 2009-2011: Meera Viswanathan
2010-2012: Anu M B, Reshma T R, Asna P A

GATE : 3 Students during 2008-2011

Defense Services : Mr. Ajeesh Kumar, (2008-2011) selected to Indian Military Academy; expected to be commissioned,after training, in June, 2013.

29. Student Progression

UG to PG : 12/60
PG to M. Phil : Nil
PG to Ph. D : Nil
Ph. D to Post Doctoral: Nil
Entrepreneurship/Self – Employment: 8/60

30. Details of Infrastructural Facilities

a) Library : 8264 Books, 15 magazines subscribed

b) PC/Laptop with Internet Facilities to staff and Students are provided. No of Computers Desktop: 5,Lap Top Computers: 4, Printers: 2, Overhead Projectors: 1

c) Classrooms with ICT Facility is presently not available

d) Laboratories are not required in our course.

31. Number of Students receiving financial assistance from college, university, government or other agencies:

From the Management: 10 From the Department: 7

32. Details of Student Enrichment Programmes:

Seminar on KVAT Act has been conducted by bringing P. Mohanan, Deputy Sales Tax Commissioner, who is an expert dealing with day to day issues in this field.

33. Teaching methods adopted to improve student learning:

Students are provided with various case studies to familiarize with the real life situations, participative methods are employed. Computer aided teaching techniques are also adopted in appropriate areas. Students are also encouraged to take seminars on various current topics to keep them updated.

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities:

- Forestation programme organized by the Cochin Corporation.
- Seventeen Students participated in the Blood Donation Camp of the NSS unit of the college, by donating blood.

The following teachers are in charge of various clubs and student support services constituted by the planning forum.

Name of club	Teacher in Charge
Debating Club	T. R. Venkatesh
Entrepreneurship Club	James Vallavanthara
Investors Club	T. J. Joseph
Justice / Legal Awareness Club	P. V. Joseph
Campus Ministry / Jesus Youth	Rev. Sr. Annie

35. SWOC Analysis of the department and Future Plans :

STRENGTH:

The department was constituted in 1979 when first year B.Com course was sanctioned by the university. Thereafter through the past 34 years it has grown into an edifice of Commerce. Several batches of students could be tailor- made to take up the challenge of either a suitable employment or to be an entrepreneur. With a couple of teachers under the leadership of our first Head of the Dept. Prof. C. Seethadevi, the human resource grew into a mighty 14 lecturers, who were all very young. The youth power then was a mighty one. The team of energetic teachers was a great asset to the department for nearly twenty-five years, when retirement process began to weaken the sustained growth of the department, hastened by government restrictions on fresh recruitments.

However, the department coped up with the need of the hour by strengthening its talents in the field of research. The department is bestowed with a Research Centre attached to the Mahatma Gandhi University. It has three research supervisors who are faculty of the department and two supervisors from outside, who are recognised as research supervisors by the Mahatma Gandhi University. The former three research supervisors have produced nine PhDs in ten years, which is a matter of pride.

The faculty of the department has published forty research papers till date.

The department also subscribe regularly to 15 leading magazines besides the newspaper `The Economic Times`.

WEAKNESS

The college is situated away from the city. Present student community looks around the academic environment of the college (out side the institution, but nearby to it) such that they are able to take up learning or substantiating some other latent talents or seeking some coaching so as to strengthen their academic image as and when they are graduates. Since the college and the dept. are situated in a place where such amenities are not available, students do not give their first priority to this department. This ultimately weakens the efforts of the department to excel.

OPPORTUNITY

The Department is striving to develop various links with government agencies for carrying out collaborative works. It is also proud to have a strong set of alumnae who are in prominent positions to widen the scope of activities of our present student community. This brings forward all the present opportunities awaiting the students in the world out there.

THREAT

The mushrooming self financing colleges, new professional colleges offering new curriculum and different methodology of assessment like the jury system, popularity of professional courses and propaganda by new generation institutes ensuring campus selection, are some of the well known threats.

FUTURE PLANS:

The department is planning to extend its services more to the neighbourhood. There are plans to take up house visits of the students once a year and earmark such houses which require some assistance, financial\ social\moral or any other.

Interested Students are to be given guidance to prepare for Competitive Examinations, they are advised to go through competitive exam-preparation and the students shall have discussion over their reading under the guidance of the respective class teachers, once a week.

Students are to be equipped to face interviews and group discussions, for which they are to be given guidance.

Students in the final year of their graduation\post graduation are to be appraised of the importance of the `alumini` of the college. The department would also keep old students in regular contact.

Evaluative Report of Commerce Tourism & Travel Department

1. Name of the department: Commerce Tourism & Travel Department(Self Financing)
Two batch of B Com Computer Application and BBA are functioning under this department.

2. Year of Establishment: 2002-03

3. Names of Courses offered : B COM MODEL III

4. Names of Interdisciplinary courses and the departments/units involved:
Open course "Fundamentals of Economics" offered to B Com - Taxation

5. Annual/ semester/choice based credit system : CBCSS

6. Participation of the department in the courses offered by other departments:
Investment Management: Dept. of Taxation,
English for Careers: Dept. of Hindi

7. Courses in collaboration with other universities: N A

8. Details of courses/programmes discontinued (if any) with reasons : NIL

9. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specilizat-ion	Experience
Manjula R Iyer	M Com, MBA, M Phil, B Ed.(Doing PhD)	Course Co-ordinator	Finance	9
Asha John	MTA, MBA ,IATA, UFTAA IA	Lecturer	Tourism	5
Julie P J	M Com. MBA,B Ed.	Lecturer	Finance	6
Anila Mathew	M A, B Ed	G Lecturer	English	9
Smitha K S	M COM B Ed. (Doing PhD)	G Lecturer	Finance	1
Shibi B	M COM (Doing PhD)	G Lecturer	Finance	1

10. List of senior visiting faculty : N A

11. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 40

12. Student -Teacher Ratio (programme wise) : 153: 6 = 26: 1(APPROX.)

13. Number of academic support staff (technical) and administrative staff; sanctioned and filled : 4

14. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG:

P G :	5
M Phil :	1
Ph.D (doing) :	3

15. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NA (SELF FINANCING)

16. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NA(SELF FINANCING)

17. Research Centre /facility recognized by the University : NA

18. Publications: Nil

19. Areas of consultancy and income generated: Nil

20. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: Nil

21. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme:

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 100%

22. Awards/ Recognitions received by faculty and students :

Year	**Name of student**	**Position**
2010-11	Ms Veena K V Ms Steffy Susan Ms Maria K Tommy	I Rank II Rank III Rank
2008-09	Ms Anu A Mr. Derrick Bosco Ms Viji Vellappan	I Rank II Rank III Rank

23. List of eminent academicians and scientists/ visitors to the department:

1. Smt. Rani Bachalani – "Career Prospects in Airline sector ".
2. Dr. N Surendran District Mediical Officer (EKM)- "Techniques of modern Yoga"
3. Mr. Ravi Varma Raja –"Attitude & Personality development"

24. Seminars/ Conferences/Workshops organized & the source of funding:

One day orientation day programme was conducted for the new batch to get an overall idea

regarding the course and its prospects. Classes were taken by Mrs. Siji Vinu (Lecturer, Sree Sankaracharya University, Kalady) on the topic "Tourism in the New Millennium" & Mrs. Jenny Peter on 02-02-10 on the topic "Ayurvedic Tourism".

A Career Expo was conducted for the students and the public on April 24, 2013.

25. Student profile programme/course wise:

Name of the Course/programme B Com Tourism & Travel	Applications received	Selected	Enrolled	Pass percentage
2010-13	650	52	34-M 18-F	94.8
2009-12	642	46	32-M 14-F	88
2008-11	620	48	31-M 17-F	65
2007-10	580	46	30-M 16-F	86

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
DC I	100%	NIL	NIL
DC II	100%	NIL	NIL
DC III	100%	NIL	NIL

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : Nil

28. Student progression

Student progression	Against % enrolled
UG to PG	60
Employed :Campus selection • Other than campus recruitment	2 28
Entrepreneurship/Self-employment	10
TOTAL	100

29. Details of Infrastructural facilities

a) Library: A well equipped library with 250 books which include text Books, reference books, and dictionaries

b) Internet facilities for Staff & Students: one desk t op & one lap top computer with internet facilities.

c) Class rooms with ICT facility : 1

d) Laboratories : NA

30. Number of students receiving financial assistance from college, university, government or other agencies

Following students receive Grant from the Govt.

class	No. of students
I DC	5
II DC	2
III DC	2
TOTAL	9

31. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

a) Enrichment lectures

Sl. no.	Name & Address of the resource Person	Topic	Date	No. of participants
1	Mr. George Thomas, ICON Tours & Travels, Kochi	Scope of tourism Studies	20/08/2011	52 (1st DC)
2	Mr Krishnan Unni, Faculty,Indian Institute of Logistic Management	Job opportunities in Shipping & Port Management	24/08/2011	47(3rd DC)
3	Mr. K Jayaram Sr. Manager,SBI Learning Centre, Fort Kochi	Innovations and reforms in Banking sector	26/08/2011	52 (1st DC)
4	Mr. Somanathan Pillai Faculty, Tax Study Centre (authorized study centre of SIDCO)	Academic System of Accounting	12/12/2011	46(2nd DC)
5	Mr. A K Basheer, Career Launcher Metamorphosis, Kochi	Time Management & Communication Skills	05/01/2012	46(2nd DC)

6	Ms Sheena , Trainer,Riya Tours & Travels , Kochi	Job opportunities in Tour Operations	10/01/2012	47(3rd DC)
7	Ms. Sritji Shah, Times Global Education Council	Guidance in Overseas education	17/02/2012	47(3rd DC)
8	Mr Ravi KammaTH Project in charge, Kerala (PVET)	Empowering Minds- creating Opportunities	22/02/2012	47(3rd DC)

b) Full day seminars/workshops

Sl. no.	Name & Address of the resource Person	Topic	Date	No. of participants
1	Mr Jills Mon Joseph Faculty, St Peters College, Kolenchery	Tally- Accounting Package	17/08/2011	48
2	M/s Speedwings Academy, Kochi	Mock Test- Rrcruitment and Placement	20/12/2111	40
3	M/s Kauni Academic	Importance of IATA-FIATA and UFTA courses & New revolutions in the Airline field	21/12/2011	42

c) Details of add on courses

Sl. no.	Name of the course	No of Students benefited	Duration of the Course
1	Certificate Course in Airline-Airport Management	47(3rr DC)	6 Months (Sept 2011 to Feb 2012
2	Income Tax Law – Procedures and Practices	46(2nd DC)	3 Months (Dec 2011-Feb 2012)
3	Yoga- Relief for stress and strain	52 (1st DC)	3 weeks (march 2012

32. Teaching methods adopted to improve student learning :

I) Remedial coaching for Educationally backward students

II) Use of LCD Projectors in classes.

III) Class wise seminars and assignments to students

IV) Role Play

V) Quiz Programmes

VI) Debate related to academic topics.

33. Participation in Institutional Social Responsibility (ISR) and Extension activities

A hand book named 'Sarathi mithra' was released for the benefit of Tourist Taxi drivers of Kochi. The book depicts the use of polite language for better communication in different foreign language viz Spanish, German, Italian, Arabic, Japanese and French.

34. SWOC analysis of the department and Future plans:

Strength & Opportunities: After the completion of this programme the students are either well placed or opt for higher education. One of the first centres to start the Tourism Programme in the University. Hence students have special interest to join the programme.

Weakness & Challenges: Majority of teachers do not hold PhD

Future plans: Plans to introduce career oriented diploma courses in Tourism Management in support of the programme. Plans to develop a strong network with IGNOU.

EVALUATIVE REPORT OF THE DEPARTMENT COMMERCE TAXATION

1. Name of the Department : B.Com Taxation (self financing).

An additional batch of B Com Taxation w.e.f the academic year 2012-13 and B Com Marketing w.e.f 2013-14 is functioning under this department.

2. Year of Establishment : 2002-2003

3. Name of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. , etc.) : UG – B.Com

4. Names of Interdisciplinary courses and the departments/units involved: The Department offers open course investment management to the Department of Tourism and Travel.

An Add-on course on General Management & Business Etiquettes was conducted by the department for the students.

5. Annual Semester/Choice Based Credit System (programme wise): CBCSS

6. Participation of the department in the courses offered by other departments: The students of this department are doing open course "The fundamentals of Economics offered by the Tourism and Travel Management Department or "English for careers" offered by the Department of Hindi.

7. Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D. /M. Phil.etc.,) :

NAME	QUALIFICATION	SPECIALISATION	EXPERIENCE
Ms Bindu Achamma Koshy	M Com, M Phil, B Ed, MBA	Finance	10 yrs
Ms Rameena K A	M Com	Finance	6yrs
Ms. Raji Rapheal	M Com, B Ed	Finance	2 yrs
Ms Ancy Antony	M Com, B Ed	Finance	3 yrs
Dr Sreekanth K B	M.A, M Phil, PGDJ, PGDT.Ph .D	Hindi	9 yrs
Ms Baby Reena	M.A; B. Ed		9 yrs
Mr Maninath	M.Com	Finance	-

8. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty: 20%

9. Student-Teacher Ratio (programme wise) : 200: 7 = 28:1

10. Number of non-academic support staff (technical) and administrative staff: 4

11. Qualifications of teaching faculty with DSc./D.Litt./Ph.D./M.Phil./PG:

PhD	M. Phil	PG
1	2	4

12. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NA (Self Financing Dept)

13. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :NA (Self Financing Dept)

14. Publications : NIL

15. Areas of consultancy and income generated: NIL

16. Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

17. Student Projects-Percentage of students placed for projects in organizations outside the institution i.e. in Research Laboratories /Industry/other agencies: 64 students did their projects on Commerce related topics in their areas of interest.

18. Awards/Recognitions received by faculty and students:

Following are the achievements of students in various Inter collegiate competitions:

2011-12

- Overall champions in the inter college competitions held at St.Xaviers College,Aluva
- Following prizes were won in the competition held by Cochin College:
  - Best Manager-Poornima Mahadevan
  - Dance-Angel Sunny,Aarathi ,Andria Mary Robeiro,Aathira P V,Amy Baby,Lakshmimol PS

2012-13

- First prize for treasure hunt held at Sacred Hearts College,Thevara
- First prize for corporate show held at D.C College Vagamon, Cochin University Of Science and Technology, Federal Institute of Science and Technology,Angamali, St Xavier's

College,Aluva. The Participants were : Poornima Mahadevan, Tinu Antony, Swarna Joy, Sanjana Sajan, Angel Sunny, Nimitha Menon, Paul Joe.

19. List of eminent academicians and scientists /visitors to the department :

- Ms Mercy Williams (Former Mayor of Cochin Corporation)
- Dr Sebastian Paul (Former Member of Parliament)
- Mr Deepak Dev (Musician)
- Mr Harisree Ashokan (Cine Artist)
- Mr George Peter (Musician)
- Mr Madhupal (Cine Artist)

20. Seminars organized : Regional Level

- Dr Rajagopalan Nair -"Plastic Money"
- Ms Beena IAS- "The Issues And Challenges In The New Millennium For Entrepreneurship In Kerala".
- Dr Biju Varkey-"The triple bottom line-people,planet,profit".

22. Student profile programme/course wise:

Name of the Course/programme: **BCom Taxation**	Applications received	Selected	Enrolled *M *F	Pass percentage
2010-13	650	53	M – 28 F - 25	95
2009-12	642	52	M-26 F-26	98
2008-11	620	51	M – 25 F - 27	91
2007-10	580	51	M- 24 F-27	89

22. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com-1st year	100%	NIL	NIL
B.Com-2nd year	100%	NIL	NIL
B.Com-3rd year	100%	NIL	NIL

23. Number of students who have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense Services, etc.: NET-8

24. Student progression:

Student Progression	Against % enrolled
UG to PG	81%
PG to Ph.D	2%
Employed • Campus Selection • Other than campus recruitment	 3% 9%
Entrepreneurship/Self-employment	5%

25. Details of Infrastructural facilities :

a) Library-Department has a library with about 300 reference books.

b) Internet facilities-1 desktop and 1 laptop computer with internet facility.

c) Class rooms with ICT facility-LCD Projector facility .

26. Number of students receiving financial assistance from government agencies :

CLASS	NUMBER OF STUDENTS
I BCom	4
II BCom	3
III BCom	3
TOTAL	**10**

27. Details on student enrichment programmes (special Lectures/workshops/seminar) with external experts:

Seminars

- Management skills-Dr S R Nair
- Entrepreneurship-Dr K C Vijayakumar
- The role of present youth in future entrepreneurship-Mr Joseph M Cherukara.
- Innovations in Banking-Dr Girish Kumar
- Stock market, current scenario-Mr Thomas George
- Tally-Ms Jincy Martin.

Add On Courses

- Transaction analysis-An interactive approach class to psychology and psychotherapy-Fr. Varghese Puthusery, Swanthana counselling centre, Ernakulam.
- Certificate programme in general management and business etiquettes-London College of Business and Finance.
- Sessions on interview and group discussion-Mr Suraj and Mr Mujeeb from Career.com.
- Yoga classes – Mr.Sasi

28. Teaching methods adopted to improve student learning:

- Remedial coaching for academically weaker students.
- Use of LCD projectors
- Seminars
- Assignments
- Debates
- Role Play

29. Participation in Institutional Social Responsibility (ISR) and Extension activities :

- Visit to orphanages and old age homes.
- Scheme to provide mid day meals to 50 patients in Co-operative Hospital, Kakkanad, is in the process of execution.

30. SWOC analysis of the department and Future plans:

STRENGTH : The programme has high demand.

WEAKNESS &CHALLENGES: Majority of teachers do not hold PhD.

OPPURTUNITY: Students are well placed after the completion of the programme or opt for higher education.

Evaluative Report of Department of MBA

1. Name of the department : MBA

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered: MBA (PG)

4. Details of electives offered :

Electives	Combinations	
Marketing	(Marketing & Finance) (Marketing & HR) (Marketing & IT)	Major elective to be combined with minor elective
Finance	(Finance & Marketing) (Finance & HR) (Finance & IT)	
HR	(HR & Marketing) (HR & Finance) (HR & IT)	

5. Annual/ semester/choice based credit system (programme wise) : Semester System

6. Details of courses/programmes discontinued (if any) with reasons : Nil

7. Number of Teaching posts

Professors	3
Associate Professors	0
Asst. Professors	5

8. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specilization	No. of Years of Experience
Rev. Fr. Dr. Varghese Kalaparambath	MA, MSW, Ph.D	Director & Professor		29
*Prof.(Dr.) Mary Joseph T	MA, Ph. D	Dean & Professor	Economics/ Environmental Management	31
Prof. N. D. Jacob	LLB, ACS, MFM	Associate Dean & Professor	Finance, Law & General Management	21

Prof. Susan K. Mathew	MA	Assistant Professor	PM & IR	21
Prof. Rajmohan Kadavil	MBA	Assistant Professor	Marketing/ HR	16
Prof. Sony Varghese	M. Sc, MBA	Assistant Professor	Physics, Marketing & Systems	13
Prof. Anupama Roy	MBA, M. Phil	Assistant Professor	HR/Marketing	4.5
Prof. Amritha Kappan	MBA	Assistant Professor	Finance/ Marketing	8

*Prof. (Dr.) Mary Joseph T guided 10 Ph. D students for the last 4 years

9. List of senior visiting faculty

Mr. Alex P. Lukose
Former Director of Consultancy & Research Cochin University of Science and Technology

Mr. Biju Varkey
MM (Ahmedabad)

Mr. Biju Vithayathil(IIMB)
Dean, Amity Global Business School, Ernakulam

Mr. Jose Philip
Mg. Director, Bhageeratha Electrical and Structurals. Ltd.

Mr. P.B. Ramesh
Senior Manager, Zuari Agro Ltd.

Mr. Sadasivan Nair
Trainer, IRDA

Mr.J agdish S
F.C.A.Practicing Chartered Accountant

Mr. Joy Kuraikose John
Partner,Joseph & John, Chartered Accountants

Mr. Thomas George
Co-ordinator & Faculty Cochin Stock Exchange Institute of Capital Market

Mr. C.K.Gopalan
Management Consultant

10. Student -Teacher Ratio (programme wise) : 8 : 1

11. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Total 4

12. Qualifications of teaching faculty with Ph. D/ M Phil/PG.

No. of Teachers with Ph.D – 2

No. of Teachers with PG & M Phil – 1

No. of Teachers with PG & UGC NET - 1

No. of Teachers with double PG – 1

No. of Teachers with PG - 3

13. Publications:

Number of papers published in peer reviewed journals (national / international) by faculty and students :23

List of Publications of Prof. (Dr.) Mary Joseph T, Dean, BMIM

1. TPM Implementation in the Food Industry, A PDCA approach Available online in International Journal of Scientific Research Publications Vol.2, issue11, November 2012, ISSN2250-3153
2. Women Entrepreneurs and the Pricing Dilemma, Indian Journal of Marketing 41 (9), September, pp 16 - 22. (2011)
3. "Employment of women in the service sector in India- Issues and challenges "Proceedings of the National Seminar on "Female Employment in India, Issues and Challenges" conducted by the Department of Applied Economics, Cochin University of Science and Technology and sponsored by The Indian Council of Social Science Research, New Delhi, October20-21 2009
4. "Sources of Value Creation: Where does India begin? Lessons from the Global Value Chain" Proceedings of the National Seminar on "Creating and Delivering Value for Customers" at School of Management Studies, Cochin University of Science and Technology March 27-29, 2009.
5. "Those who have the will, find the way, those who do not find will find the wayside" in Meera Bai M(ed) Technical Education in Kerala, Emerging Trends Serial publications 2009 .
6. "Levelling the Playing Field The role of organized Alliances in improving the Demand orientation of Clusters of SMEs". Paper presented at the National Seminar on Strategic Marketing for the Emerging Environment at the School of Management Studies, Cochin University Of Science and Technology, Cochin-22, February 2009.
7. "Morbidity Trends in Kerala,- A note of concern" in Kerala Economy- From Slumber to performance (ed.) Dr. Meera Bai. M Serial Publications September 2007.
8. "Sustaining Export Excellence: Experiences of the Kannur Home Furnishing Cluster" Paper presented at the CDS-UNCTAD National Seminar on International Competetiveness and Inclusive Development at the Centre for Development Studies, Trivandrum, Kerala. October 2008.
9. "Local Clusters' insertion into global value chains: Drivers of the Home FurnishingExport Cluster of North Kerala" Paper presented at the International Conference on Globalisation and Economic Asymmetries- Challenges and Opportunities, Indian Institute of Management, Kozhikode 18-20 December 2008.

10. "Industrial Waste: the Nemesis of Quality Life": Paper presented at the National workshop on Waste management conducted by the Centre for Rural development and Appropriate Technology and the government of Kerala April 2008.
11. .**"**Marketing for an Aids Free Society" Paper presented at National Conference on Marketing for Society conducted by IIM Kozhikode, April 8-10 2007.
12. "Can we Hold up our Half of the Sky? Women Workers in the Shadow of Liberalisation" in Women and Economic Reforms- Kerala Experience ed. Dr. Meera Bai M Serial Publication , New Delhi 2005.
13. " Women Entrepreneurship in the Small Scale Industrial Units: A study of Kerala" Southern Economist March 2001.
14. " Growth pattern of Small Scale Units of Women Entrepreneurs: A study of Ernakulam District – Kerala" Small Enterprises Development, Management and Extension Journal (SEDME) Volume 27/ No2 June 2000
15. "Development Strategy for Kerala and Environmental Considerations. Paper presented at National Seminar on Industrialisation and Environment"– Cochin University April 1998.
16. "Development of Tourism and the Hospitality Industry in Kerala – The need for a Concerted Approach" Indian manager July – October 1996.
17. "Women Participation in Development Programmes – A Conceptual Framework" Indian Manager April – June 1996.
18. "Industrialisation of Kerala – The need for Developing Linkages". Paper presented at International Conference on Kerala's Development, New Delhi 1996.
19. "Industrialisation of Kerala, Growth ,Problems and Prospects" Indian Manager April – June 1991.
20. "Energy Crisis: Signs of Hope on Natural Gas" Facts for you March 1991.
21. "Input Output Linkages in the Chemical Industry: A Conceptual Framework & a case study with reference to Kerala" Indian Manager April – June 1986.
22. "Development of the Chemical Industry in India, Problems & Prospects" Southern Economist August 1982.
23. Escalated Costs in Public Sector Chemical Companies in Kerala - A Case Study" Indian Manager October – December 1981 .

* Books Published

  Cultural Diversity and Aspirations of Indian Youth by Rev. Fr. Dr. Varghese Kalaparambath, Director, BMIM

14. Areas of consultancy

Prof. (Dr.) Mary Joseph T, Dean, BMIM

Consultant to

1. Asian Development Bank-Environmental Economics
3. Kerala State Industrial and Technical Consultancy Organisation.

3. Served as Team Member for Evaluation of Desh Project for Rural Development and Women Empowerment undertaken for Bill Gates Foundation, USA.
6. Gender consultant for household study conducted in connection with the Kerala Sustainable Urban Development Project funded by Asian Development Bank.
7. Member, Income Tax Reform Committee, Kerala Circle

15. Faculty as members in

Academic/Professional Bodies

Prof. (Dr.) Mary Joseph T, Dean, BMIM

- Member, Board of Studies in Applied Economics, Cochin University of Science and Technology.
- Member, Faculty of Social Sciences, Cochin University of Science and Technology
- Member, Board of Studies, Kannur University
- Member, All India Management Association

16. Student projects

a) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies

2010 – 11 - 100%

2011 – 12 - 100%

17. Awards/ Recognitions received by faculty and students

Awards Received by Students

1. Ashraf C A , Abdul Salam P P, Aswin Sunny, Jackson Jacob - 3rd Semester MBA – First Place in Finance Game conducted by IMK, Tvm (2012)

2. Joseph J Kachapilly, Immanual Jobson – 3rd Semester MBA – Third Place in Business Quiz conducted by IMK, Tvm (2012)

18. List of eminent academicians and scientists/ visitors to the department

1. Prof. (Dr.) Elio Borgonovi, University of Bocconi, Milan, Italy
2. Prof. (Dr.) Rejie George, IIM, Bangalore.
3. Dr. Sebastian Rupert Mampilly, Professor, School of Management Studies, Cochin University of Science and Technology.
4. Dr. Anandakuttan .B. Unnithan, Faculty, IIM, Kozhikode.
5. Prof. (Dr.) Kalyanaraman, Former Head, Department of Statistics, University of Kerala.
6. Dr. K.C. Sankaranarayanan, Former Dean, Faculty of Social Sciences, Cochin University of Science and Technology.
7. Dr. Sushama Sreekandath, Senior Vice President and Chief Operating Officer, AVT McCormick.

8. Prof. Joffi Thomas, IIM - Kozhikode.
9. Prof. P. Ravindranath, Principal Consultant, RK Swamy BBDO(P) Ltd.
10. Sri. Biju Vithayathil, Dean, Amity Global Business School, Kochi.
11. Padmasree Dr. Kurian John, CMD, Melam Group of Companies.
12. Sri. Benny Behanan, MLA.
13. Sri. C. J. Mathew, Commissioner of Customs.
14. Mr. Gijo Joseph, CEO, Infopark, Kakkanad.
15. Sri. Kochouseph Chittilappilly, MD, V-Guard Industries Ltd.
16. Smt. Pamela Anna Mathew, MD, O/E/N India Ltd.
17. Sri. Jomon Joseph, Trainer
18. Sri. P V Ramesh, GM(Marketing), Zuari Cements Ltd.
19. Sri. E S Jeevanand, Associate Professor.
20. Sri. R. Manomohanan, CEO, Muthoot Capital Services Ltd.
21. Sri. Jolly Antony, GM, Federal Bank.
22. Sri. Sony Joy, CEO, Mobme
23. Prof. (Dr.) M. Bhasi, Director, SMS, Cochin University of Science and Technology.
24. Prof. Aaron Milavec, Catherine College, Ohio, USA.
25. Dr. William Simpson Whitaker, Professor Emeritus of Social Work, Boise State University, Idaho, USA
26. Ms. Cheryl Simpson Whitaker, Co-ordinator, Centre of Aging, Boise State University, USA
27. Dr. Abraham Koshy, IIM - Ahmedabad
28. Dr. Godfrey Louis, Pro-Vice Chancellor, CUSAT
29. Dr. V P Joy, IAS, Principal Finance Secretary, Govt. of Kerala
30. Sri Venugopal C Govind, Partner – Varma & Varma
31. Sri. Abraham Thariyan, Executive Director, The South Indian Bank Ltd.
32. Adv. Benoy K Kadavan, Executive Member, Indian Council of Arbitration – Kerala Chapter
33. Shri. S Afsar, Patent Attorney and Partner – Krishna & Saurastri Associates
34. Shri. Safikh S, Technical Officer – Patent Information Centre, Kerala State Council for Science, Technology & Environment (KSCSTE)

19. Seminars/ Conferences/Workshops organized & the source of funding

a)National

1. National Workshop on 'Tools & Techniques of Social Science Research '(11-13 October 2010)

2. National Conference on 'Emerging Trends in Marketing' (6-7 February 2013)

3. National Conference on 'Marketing Mantra for Modern World' (13th March, 2013)

4. National Conference on 'Banking and Finance' (26th April, 2013)

Funding: BMIM

b) International

1. International Workshop on 'Managing Challenges in the Emerging World Order and Winning Strategies for Sustainable Development '(2-3 August 2011)

2. International Colloquium on 'Corporate Social Responsibilities in India and the US' (6th October, 2012)

Funding: BMIM

c) Regional

1. Regional Seminar on 'Intellectual Property Rights in Business' (10th April, 2013)

Funding: BMIM and Patent Information Centre, KSCSTE, Trivandrum.

20. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	**Applications received**	**Selected**	**Enrolled** ***M**	***F**	**Pass percentage**
2007	135	56	22	34	87.5%
2008	134	60	28	32	52.54%
2009	214	60-1	20	39	67.79%
2010	123	56-1	25	30	58.18%
2011	156	55	31	24	Result awited
2012	171	56	30	26	"

*M=Male F=Female

21. Diversity of Students

Name of the Course	**% of students from the same state**	**% of students from other States**	**% of students from abroad**
2nd Yr(3rd Sem & 4th Sem)	100%	Nil	Nil
1st Yr(2nd Sem & 1st Sem)	100%	Nil	Nil

22. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

Neenet Baby Manjaly – UGC NET (June 2012)

23. Student progression

Student progression	Against **%** enrolled
UG to PG	NA
PG to M.Phil.	**Nil**
PG to Ph.D.	**Nil**
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	 55 10
Entrepreneurship/Self-employment	5

24. Details of Infrastructural facilities

a) Library

Well-equipped library

No. of Volumes - 7200

No. of Titles - 5004

No. of National Journals - 31

No. of International Journals - 10

E- Journals - EBSCO, J-Gate

b) Internet facilities for Staff & Students

BSNL Broadband with 95 computers

c) Class rooms with ICT facility: 2 Class rooms

d) Laboratories

70 computers inclusive of Language and Computer Lab.

25. Number of students receiving financial assistance from college, university, government or other agencies: Nil

26. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

SEP, a student oriented programme is a unique blend of intellectual enlightenment and stimulation, enhancing capabilities, potential and creative instinct, achievement of excellence, professional and personal growth, value addition, improvement in self confidence and behavior, maturity of thought and action, developing a sense of reasoning and judgment, developing sensitivity to the environment and self awareness- potential and limitation. Activities under SEP

include Extempore Speech, Newspaper & Journal Review, Book Review, Business Quiz, Mock Interview, Group Discussion, Debate, Event Management, Role Play, Review, Business games etc.

27. Teaching methods adopted to improve student learning

PowerPoint/OHP presentations are instrumental in both teaching of the subjects and also in presentation of students' projects. Case study, oral presentation, group discussions, role play, quiz programmes and debates are organized for students on current and relevant topics to enhance the learning process. Open viva, assignments, class tests, internal assessment tests and model examinations are conducted regularly to monitor and evaluate students academic performance and progress. Student groups are taken for regular industrial visits to help them gain exposure to real work environment. Nature camps arranged for students at places of ecological interest like Munnar, Wayanad, Peechi etc. makes them feel and love nature. They are also regular attendees of seminars and discussions organized by professional bodies like KMA etc.

28. Participation in Institutional Social Responsibility (ISR) and Extension activities:

1. Eye Camp organized on 12th February, 2013
2. Dental Camp organised on 22nd February, 2013

- both camps are organised for the general public.

29. SWOC analysis of the department and Future plans

Strengths

1. Faculty with excellent blend of Industry and Academics, hailing from premium Management Institutions in the country

2. An excellent strategy for the wholesome development of the students with rigorous academic modules; excellent mechanism to uncork the human potential, precise application of managerial concepts in every spectrum of business arena and a well laid out programme to inculcate value system as a habit in the students.

Weakness

At present, some of the faculty does not possess PhD

Opportunities

Increasing demand for Management professionals: High degree of preference for MBA qualified professionals is shown by different industrial sectors.

Challenges

Lack of interest of some of the industries, to provide practical training to the management

students.

Future Plans of the department

1. Student Partnership Programme: Intend to partner with industries by which a student can devote a certain number of hours in a week, working with industry.
2. To be a centre of excellence in imparting training to the Industry and Academia.
3. To undertake consultancies and projects in the Industry, National and International institutions.

Evaluative Report of MSW Department

1. Name of the department – Department of Social Work (MSW)

2. Year of Establishment - 2004

3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) – Master of Social Work

4. Names of Interdisciplinary courses and the departments/units involved: Nil

5. Annual/ semester/choice based credit system (programme wise) : Semester

6. Participation of the department in the courses offered by other departments : Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :Nil

8. Details of courses/programmes discontinued (if any) with reasons: Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Course Coordinator	1	1
Academic Coordinator	1	1
Field Work Coordinator	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specilization	No. of Years of Experience
Fr. Josy Sebastian	MSW, M. Phil, M. Ph in counselling Psychology, MBA, PGDHRM	Course Coordinator	Medical and Psychiatric Social Work	*10 years*
Mrs. Sapna Anu Jacob	MSW, PGDPM & LL	Academic Coordinator	Family and Child Welfare	*5 years*
Mrs. Liza Jose	MSW	Field Work Coordinator	Medical and Psychiatric Social Work	*1 year*
Mr. Shinto Varghese	MSW	Student Coordinator	Rural and Urban Community Development	*6 months*

11. List of senior visiting faculty: Dr. Usha Babu George

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Once in a week

13. Student -Teacher Ratio (programme wise) : 18 : 4

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG: M Phil-1, PG- 3.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: Nil

19. Publications:

- a) Publication per faculty – Nil
- Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited : Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index : Nil
- SNIP: Nil
- SJR: Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated :

Fr. Josy Sebastian of the department provides consultancy to the following area:

- Professional Counsellor for Individual and group
- Personality Development Programmer for programmes such as Enneagram, MBTI, REBT, Psycho Synthesis, Inner Child Work shop, T.A., Group dynamics, Psychotherapy and Group therapy.
- H.R. Counsellor and Trainer

- Student Counsellor
- Social worker for the Mentally Retarded, HIV Infected and the Mentally Challenged
- Preacher in ministry

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards:

Fr. Josy Sebastian has served in the following posts:

Superior and Director of Jyothi Nilaya, Social Action and Rehabilitation Centre, Kochi. Spiritual Director at the Minor Seminary of Calicut

Mr. Shinto Varghese: KSW Kerala State Executive member and KSW Ernakulam Chapter Secretary.

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: Nil

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 100 %

23. Awards/ Recognitions received by faculty and students:

The following students of MSW received prizes in various competitions:-

Alex Varghese and Manoj Kumar received first Prize in Quiz Competition in All Kerala Social Workers meet. Sudheep P Suku, Anu S, Aswathy S and Marlin T won the second prize in All Kerala Social Workers Meet Exhibition. Alex Varghese got first prize in Quiz Competition conducted at Amrita Viswa Vidyapeedam, Coimbatore. Manoj secured first place in Quiz Competition conducted by Ernakulam. Rishal Sunil Thomas secured first place in Quiz Competition conducted by BCM College, Kottayam. Tiji Thomas got the best dissertation award in the state.

24. List of eminent academicians and scientists/ visitors to the department:

- Mr. T. K. Jose IAS – M. D. RBDC
- Dr. Parthasarathy – NIMHANS, Bangalore
- Mr. Yoshith – District Social Welfare Officer, Kakkanad
- Mr. Shekar – Director, NIMHANS, Bangalore
- Dayabai – Social activist, Maharashtra
- Mr. Kalidasan – Consultant for ICDS
- Dr. Mahajan P. Mani – Dean, Gandhian studies, M.G. University
- Rev. Dr. M.D. Thomas MST – Executive Secretary, Commission for Religious Harmony, CBCI, New Delhi
- Dr. Shaji - Bethsaeda Mental Health centre, Vengola

- Mr. Antony Jinoy – Project officer, Child line
- Mr. Mathew – Project officer, Welfare services, Ponnurunni, Ernakulam
- Mr. Jopher – Project officer, ICSW
- Fr. Kuriakose Mampilly – Director, Sevashram, Angamaly
- Fr. Varghese Puthussery – Director, Santhwana counselling centre
- Mr. Bentiliy – Coordinator, ROSS
- Mr. Thomas Abraham, Nalpathimala, Kottayam
- Mrs. Beena Sebastian, Peoples Council for Social Justice, Ernakulam
- Fr. Paul Moonjely, Director, Welfare Services, Ernakulam
- Mr. Rajeev S HoD, Department of Social Work, DIST
- Dr. Aneesh K.R, Professor Rajagiri College of Social Sciences
- Dr. Mary Vency Joseph, Dean of Administrator Rajagiri College of Social Sciences
- Dr. Jose Antony, HOD, Department of Social Work, Sree Sankara University of Sanskrit
- Dr. Biju Mathew, Regional Director of Help Age India
- Dr. William Whittaker, Dean School of Social Work, Mary wood University Pennsylvania, USA.
- Ms. Cheryl Whittaker, Founder, Children's Resource and Referral Center, Washington State
- Mr. Varghese John, Director of Ever Green Mission.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) **National Seminar**

The department of MSW conducted a National Seminar on **Bharathion** 2008 – 'Educational leadership in communal harmony and peace'. The resource persons were Mr. T. K. Jose IAS, Dr. Parthasarathy, NIMHANS, Bangalore, Prof. V. J. Papoo,T. S. N. Pillai, Dr. Cyriac Thomas, Dr. Mary Venus Joseph, Lt. Col. Pramod Kumar, Adv. Sivan Madathil, Dr. Jose Antony, Dr. K. G. Parsuram, Prof. Abraham Thalavady and Fr. Michael Vettikattu. More than 100 participants attended the seminar.

b)**International :**

The MSW department conducted an International Conference *Social Work Practices in India and the United States* on October 4,2012.The resource persons were Dr. William Simpson Whittaker, Marywood University USA, Mrs. Cheryl Whittaker USA, Rev. Dr. Varghese Kalapparambath India, Dr. Mary Venus Joseph India, Dr. Biju Mathew, Fr. Josy Sebastian, Mr. Shinto Varghese, Ms. Caldance Shalisa Ingrid Ali USA,Ms. Pauline Joy Debron USA, Ms. Caroline Walsh Gaines USA, Ms. Archelle Nicolle Harrison USA, Ms. Jennifer Loken USA, Ms. Samantha Meilma, Ms. Kaillin Emily Mc Donough, Mr. Scoot Timoth McDowell, Ms. Laura Ann Massaro, Ms. Molly Jean McDonald. More than 60 participants attended the conferences.

26. Student profile programme/course wise:

Name of the Programme -MSW	**Applications received**	**Selected**	**Enrolled**		**Pass percentage**
			***M**	***F**	
2011-13	16*	15	4	11	Results awaited
2010-12	51	15	5	10	60
2009-11	43	15	6	9	65

*Management and Community Quota only

27. Diversity of Students

Name of the Course	**% of students from the same state**	**% of students from other States**	**% of students from abroad**
MSW	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

5 cleared NET

29. Student progression

Student progression	Against **%** enrolled
UG to PG	**NA**
PG to M. Phil.	**2**
PG to Ph.D.	**2**
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	- 70
Entrepreneurship/Self-employment	10

30. Details of Infrastructural facilities

a) Library: The department has a library with more than 200 books

b) Internet facilities for Staff & Students: Internet facility is available

c) Class rooms with ICT facility: one

d) Laboratories: NA

31. Number of students receiving financial assistance from college, university, government or other agencies: 4 students from government

32. Details on student enrichment programmes (special lectures /workshops / seminar) with external

experts:

A one day seminar on 'Comparison of strategies of working with groups in India and USA as a method of social work' were conducted by MSW department. Chief resource person were Dr. Raju Varghese, Maryland University, USA.

33. Teaching methods adopted to improve student learning: lecturing, GDs, seminars and field works.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Eye camp and medical camps in rural areas
- Medical camp at Bharata Mata College, Thrikkakara.
- Educational sponsorship programme- 'VIDYAVIMOJAN' – educational sponsorship for financially backward and deserving students studying in schools at Thrikkakara and Kalamassery.
- Students conducted community programmes and street plays in collaboration with Mathrubhumi newspaper on alchoholism.
- Medical camp organized by the social work students at Bharata Mata College.
- Celebrated Children's Day in ARDRATHA children's Home in Moovattupuzha. Lunch sponsored and conducted various programmes for the welfare of the children.
- Special days are observed with special emphasis to spread the message of the day for the people in the community. These include:
  - Memory Walk to observe Alzheimers day.
  - Students conducted tree planting, silent rally and street play as part of world environment day.
  - Rally as part of international day for the youth.
  - Rally and street play as part of AIDS day.
  - Financial contribution as part of world food day
  - Visit to Karunanalayam, Asha Bhavan, organizing programmes as part of day for the elderly.

Interface with welfare organizations like SOS children's village, Edathala, Little Flower Hospital, Angamaly, Shilpa - School for the mentally challenged, Palluruthy, Adarsh institute, Thripunithura, Old Age Home, Permanoor, Relief settlement, Palluruthy, Don Bosco, Palluruthy, Sevashram,

Angamaly, Vimukthi special school, Kalamassery,Children's Home, Angamaly.

35. SWOC analysis of the department and Future plans:

Strength & Opportunities: The MSW students are placed in various welfare organizations in India and abroad. The department empowers our students by instilling the college motto 'For God and Country' which makes them serve to the true spirit of the motto.

Weakness & Challenges: Sufficient numbers of students are not getting admission at this department.

Future Plans:

1. The department plans to conscientice the Thrikkakara municipality to make it a plastic free zone.
2. The department plans to initiate the Thrikkakara Municipality to set apart more budget allocation for the upliftment of the poor children of the locality.