

# **The Annual Quality Assurance Report (AQAR) of the IQAC**

## **Union Christian College, Aluva**

**AQAR for the Year, 2013 - 2014**

### **Part – A**

#### **1. Details of the Institution**

1.1 Name of the Institution                      UNION CHRISTIAN COLLEGE

1.2 Address Line 1                                U. C. College P.O.

Address Line 2                                    Aluva

City/Town                                         Ernakulum

State    Kerala

Pin Code    683102

Institution e-mail address                      ucc@uccollege.edu.in

Contact Nos.                                      0484 2609194

Name of the Head of the                        Dr. A. BENNY CHERIAN

Institution:                                        Union Christian College, Aluva

Tel. No. with STD Code:                        0484 2606033

Mobile:    9496335

Name of the IQAC Co-ordinator: Dr. Thomas Mathew P.

Mobile: 9446479124

IQAC e-mail address: uccollegeiqac@gmail.com

1.3 NAAC Track ID EC/55/RAR/105 dt. 27.03.11

**OR**

1.4 NAAC Executive Committee No. & Date:

1.5 Website address: [www.uccollege.edu.in](http://www.uccollege.edu.in)

Web-link of the AQAR: <http://www.uccollege.edu.in/AQAR2013-2014.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	5 Star Level 2	1999	2004
2	2 <sup>nd</sup> Cycle	B++		2005	2010
3	3 <sup>rd</sup> Cycle	A	3.35	2011	2016

1.7 Date of Establishment of IQAC: 20/06/1994

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 23/07/2012
- ii. AQAR 30/09/2013

### 1.9 Institutional Status

Affiliated College	Yes	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

### 1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phy Edu.)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	Masters in Computer Applications								

1.11 Name of the Affiliating University Mahatma Gandhi University, Kottayam

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

DST-FIST ☐

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	Nil
2.4 No. of Management representatives	1
2.5 No. of Alumni	Nil
2.6 No. of any other stakeholder and community representatives	Nil
2.7 No. of Employers/ Industrialists	Nil

2.8 No. of other External Experts 2

2.9 Total No. of members 11

2.10 No. of IQAC meetings held 4

2.11 No. of meetings with various stakeholders: Faculty 1

1

Non-Teaching Staff ☐ Students ☐ Alumni ☐ Others ☐

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State

Institution Level

(ii) Themes

Dr. George Samuel - Learning values to cope with the realities.

Dr. Loma Jarvis and Ms. Kelly Jacobsma (USA) had given a lecture series for the faculty on service learning.

Regional workshop on CBCSS regulations was conducted.

Talk by Lt. Com. Abhilas Tomy- Circumnavigation of globe by sailing

2.14 Significant Activities and contributions made by IQAC

IQAC has completed student evaluation of staff and consolidated the report for further decisions.

IQAC has played a role of liaison between the college and media to share

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Orientation Program for Teachers	An orientation programme was conducted at the beginning of the academic year for all the newly recruited teaching staff and created an opportunity for staff to get themselves focused and informed of the vision and mission of the college
Student Exchange Program	As part of Student Exchange Program, three students – Cai Yoshikawa, Ms. Kai Nakagawa, Ms. Sakura Nakayama - from Japan visited our College during August 6-9, 2013  Under another such Exchange Program, Amal T. Anoop, (B. Sc. Psychology, 3 <sup>rd</sup> Semester, U C C) spent one semester in International Christian University, Japan,

2.16 Whether the AQAR was placed in statutory body      Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The executive committee of the College association discussed and approved the AQAR. The committee also perused the plan of action for the next year.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	8	Nil	Nil	
PG	13	Nil	3	
UG	14	1	3	
PG Diploma				
Advanced Diploma	1			1
Diploma	2			2
Certificate	2			2
Others				
<b>Total</b>	40	1	6	5
Interdisciplinary				
Innovative				

- ✓          ✓          ✓          ✓
- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	28
Trimester	Nil
Annual	Nil

##### 1.3 Feedback from stakeholders

Alumni ✓ ☐ Parents ✓ ☐ Employers ☐ Students ✓ ☐

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

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

Nil

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

B. Com (Taxation).

## **Criterion – II**

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
90	66	24	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

39

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	4							3	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

21

Nil

25

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	7	53
Presented papers	6	10	25
Resource Persons	Nil	Nil	12

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

Zero hour learning

Systematic way of using the Feedback outcomes

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

173

2.8 Examination/ Evaluation Reforms initiated by the Institution

Nil

(For example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

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

23

11

4

2.10 Average percentage of attendance of students

83

2.11 Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division	Title of the Programme	Total no. of students appeared	Division
		Pass %			Pass %
B.Sc. Mathematics	25	92	M.Sc. Mathematics	13	62
B.Sc. Physics	41	80	M.Sc. Physics	15	87
B.Sc. Chemistry	42	76	M.Sc. Chemistry	11	64
B.Sc. Botany	25	96	M.Sc. Botany	12	58
B.Sc. Zoology	23	87			
B.Sc. Computer Science	25	92	M.Sc.Bio Informatics	9	100
B.Sc. Psychology	26	70	M.Sc. Psychology	7	29
B.Sc. BT & SP	11	82	M.Sc.Bio Technology	15	93
B.Sc. E & CM	28	96			
B.A. English	38	90	M.A. English	20	55
B.A. Malayalam	37	68	M.A. Malayalam	16	88
B.A. Economics	51	84	M.A. Economics	20	50
B.A. History	31	78	MA History	17	59

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

IQAC collects feedback from Class teachers, and suggest improvements

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	4
HRD programmes	-
Orientation programmes	8
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	2

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	39	6	Nil	Nil
Technical Staff	Nil	1	Nil	Nil

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- ✓ Guided the Research Forum of the college in taking up Ph. D course work of Mahatma Gandhi University.
- ✓ Initiated steps to start research program in Psychology

### 3.2. Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	17	Nil	Nil
Outlay in Rs. Lakhs		224.62	-	-

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	20	Nil	3
Outlay in Rs. Lakhs	NA	37.75	NA	3.78

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	4	Nil
Non-Peer Review Journals	1	28	3
e-Journals	Nil	4	Nil
Conference proceedings	9	33	2

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding	Total grant sanctioned	Received

		Agency		
Major projects	3	DST	14.86 Lakhs	Nil
Minor Projects	1	UGC	1.05 lakhs	0.84 Lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects	1	KSCSTE, DST	16 + 12 Lakhs	9. 42 lakhs
Any other(Specify)	1	UBCHEA	5.14 Lakhs	5.14 Lakhs
Total			49.05Lakhs	15.4 Lakhs

3.7 No. of books published I) With ISBN No.

14

Chapters in Edited Books

5

ii) Without ISBN No.

1

3.8 No. of University Departments receiving funds from

UGC-SAP

NA

CAS

NA

DST-FIST

3

DPE

NA

DBT Scheme/funds

NA

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

5300

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	01	Nil	03

Sponsoring agencies	Nil	Nil	Research Forum	Nil	Department

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

3.13 No. of collaboration      International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
			3			

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them 20 59

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

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

JRF 01 SRF Nil Project Fellows 02 Any other 02

3.21 No. of students Participated in NSS events:

University level	65	State level	3
National level	Nil	International level	Nil

3.22 No. of Students participated in NCC events:

University level	Nil	State level	23
National level	08	International level	Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	01	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	08	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	01	
NCC	03	NSS	09	Any other <span style="margin-left: 20px;">Nil</span>

- 3.26
- Department of Physical Education conducted training programs for children of nearby Schools in the following areas:
    - ✓ Karate
    - ✓ Roller Skating
    - ✓ Cricket
  - Student Fellowship unit of the College distributed food packets to poor labourers on every Thursday
  - During 20 - 26 November 2013, the NSS unit of the College conducted service programs such as personality development classes, social awareness seminars, medical and eye camps etc. for the nearby local community

## Criterion - IV

### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existin g	Newly created	Sourc e of Fund	Total
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Campus area	42 Acres	Nil		42 Acres
Class rooms	58	4		62
Laboratories	12			
Seminar Halls	3	1		4
No. of important equipments purchased ( $\geq$ 1-0 Lakh) during the current year.	1		DST	1
Value of the equipment purchased during the year (Rs. in Lakhs)	2.8		DST	2.8
Others				

#### 4.2 Computerization of administration, and library

The U. C. College Library has been using an integrated library automation package – *Alice for Windows* – for the last 13 years. Right now the library has a collection of approximately 78,000 printed documents including bound volumes and gift copies. The active collection which is already bar-coded facilitates automated circulation of resources.

In addition to printed journals subscribed by the library, the clientele of the college is privileged to access an online package of e-journals (5500+) and e-books (97,000+) through the NLIST program of INFLIBNET. Similarly, the Local Area Network (LAN) with an Optical fibre backbone is connecting the library, labs, teaching departments and placement cell. The Public Access Catalogue of the library is accessible from library, teaching departments, and placement cell as well. The library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	73,2776	54,54,112	630	3,00,193	73,906	57,54,305
Reference Books	3172		42		3214	
e-Books	97,000	5,000	-	-	97,0	5,000

					00	
Journals	19	26,000	6	5,000	25	31,000
e-Journals	5,500	5,000	-	-	5,500	5,000
Digital Database	Nil	Nil	1		1	
CD & Video	32	15,000	8	4,800	40	19,800
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up-gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	190	10	10Mbps	2	1	2	14	
Added	30	-					1	
Total	210	10	10Mbps	2	1	2	15	

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

Three special training programs were conducted for teachers to build and update their web pages, and departmental web-sites.

Special training sessions on N-LIST (Journals database) usage were provided to teachers

#### 4.6 Amount spent on maintenance in Lakhs:

i) ICT	1.46 Lakhs
ii) Campus Infrastructure and facilities	1.83 Lakhs
iii) Equipments	2.19 Lakhs
iv) Others	Nil

**Total:** 5.48

## **Criterion – V**

### **5. Student Support and Progression**

#### **5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

Every year, with the financial assistance of PTA, the IQAC organises an Orientation program for both UG and PG students. During this session, the staff advisors explain the student support systems function in the college including the number and type of scholarships, grievance mechanism, anti-ragging cell, gender equalization programs, activities of clubs, NSS, NCC etc.

#### **5.2 Efforts made by the institution for tracking the progression**

Each department collect details from their old students and report it to the IQAC

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1487	517	44	-

(b) No. of students outside the state

34

(c) No. of international students

Nil

Men	N	%	Women	N	%
	6	3		1	6
	6	2		3	7
	2	3		8	7

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1654	267	27	281	6	2235	1753	262	27	286	7	2335

Demand ratio NA Dropout % 3.4

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

The college conducts coaching program to prepare students for Civil Service Examination and other competitive examinations with the funding of UGC. The college has a “Youth Inspire Club’ under the advisory of a staff member, to organize coaching and guidance for those students who aspire to join uniformed jobs such as Navy, Army, etc. The club also imparts guidance and training programs for Civil Service Examination, and administer test papers in this regard.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="4"/>	SET/ SLET	<input type="text"/>	GATE	<input type="text" value="1"/>	CAT	<input type="text"/>
IAS/IPS	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

**Counselling** – The department of Psychology offers counselling sessions for group therapy; and free discussions on personal and social issues for both students and staff.

The college chaplain also doing counselling for the students

**Career Guidance** - The Career Guidance cell serves as a vital link between the students of the college and the potential employers of Industry. It helps the students with appropriate guidance to establish links with the industry and get placement. Effective coaching is given in this direction to the students. The Training and Placement Cell of the College has initiated a Training Process for students of all departments in Verbal ability, Quantitative ability etc.. Special sessions to impart training for Group Discussion, to prepare CV, and successfully tackle

No. of students benefitted through counselling

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations	Number of Students Participated	Number of Students Placed	Number of Students Placed

Distributed leaflets on the ‘Emergency Security Call for Women’ to the students and public.

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Field visit by NSS Unit to encouraged the tribal women at tribal village

Celebrated the International Women’s Day

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	127	1843562
Financial support from government	346	39,75,744
Financial support from other sources	74	1,89,974

Number of students who received International/ National recognitions	Nil	1
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#### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

The Union Christian College aims for a wholesome education of the young in order to bring out the best in each individual. It strives to produce intellectually competent morally upright and spiritually inspired, patriotic men and women who will serve the country with dedication and fervour. The college commits itself to promoting justice and peace, preserving and enhancing the integrity of creation, fostering wholesome and simple life styles, empowering the vulnerable sections of our society and cultivating greater national integration and harmony among diverse

## 6.2 Does the Institution has a management Information System

No

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

### 6.3.1 Curriculum Development

Curriculum development is systematically processed once in 5 years by the University. The syllabus is reviewed and suggestions for revision are made to the University through members of the various Boards of Studies after feedback from the students. Nine faculty members belong to various departments of the college are involved in the board of studies of the Mahatma Gandhi University

### 6.3.2 Teaching and Learning

The college has an objective and effective system of student evaluation (Internal) through which a meaningful teaching and learning is assured. Testing and evaluation patterns are constantly reviewed to ensure quality in critical thinking and competence. One class room each in every department are enabled with ICT provisions and well equipped Labs, Digital Library enable students with greater learning experience aptly supported by inputs from teachers.

### 6.3.3 Examination and Evaluation

University is conducting external exams for UG and PG programmes. Internal setting of question papers for semester examinations is done by the college. The college has been maintaining an objective system of conducting internal examination and evaluation. The results are published within a month's time.

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The Research coordinator supervises the research work in the college and encourages the research potential of the college with adequate infrastructure support.

The staffs are constantly encouraged to apply for minor projects and major projects from UGC and other funding agencies. Several such projects are currently in progress.

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The U C College has been approved by Mahatma Gandhi University as one of the centres to conduct course work for Ph. D program

Ph.D. work is continuously supervised from the beginning till the Viva Voce examination. PG

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

#### **Library**

672 books were added during the current academic year for a sum of Rs. 3,00,193/-

#### **Infrastructure**

Construction of Academic block (Annexe of Mathew Block) started and spent Rs.39 lakhs during this financial year. It will be completed by 2014-15.

In line with the rules and regulations of affiliating university (Mahatma Gandhi University), the college has a well written policy on recruitment of teaching and non-teaching staff. The policy provides guidelines on handling of grievances in connection with appointments also. The college management under the leadership of the Principal and Manager imparts orientation programs and hands-on training periodically to newly recruit and others. A separate section under the direction of Manager of the college controls the administrative function of the college management. The teaching and not-teaching staffs of un-aided courses and management office are also recruited by abiding to the above mentioned policy.

In addition to the orientation and training programs organized for newly recruited staff need-based training/ workshops are organized with an objective to quality improvement. A recreation club of the staff conducts recreation programs for teaching, non-teaching and supporting staff.

The college ensures enough international exposure for the teaching staff to imbibe the quality of educational/ administrative practices in other countries by facilitating international training programs. The tie up with an International Organization – UBCHEA, USA – provides training programs and fellowships/ scholarships every year to faculty members to acquaint with administrative/ educational practices in foreign countries. During 2013 – 14 period following teachers visited/ attended/ presented papers/ in other countries:

- |                                     |               |
|-------------------------------------|---------------|
| • Dr. Rachel Reena Philip (Physics) | - USA         |
| • Sunil Abraham Thomas (Economics)  | - Philippines |
| • Dr. Thara K. Simon (Botany)       | - Japan       |
| • Dr. Justin R. Nayagam (Botany)    | - Hong Kong   |
| • Dr. Sebastian Joseph (History)    | - UK          |
| (Scholarship from British Council)  |               |
| • Mr. Cherian K. George (Librarian) | - Canada      |

#### 6.3.7 Faculty and Staff recruitment

The management has been taken interest in appointing quality teachers. Three teachers are recruited during this academic year.

#### 6.3.8 Industry Interaction / Collaboration

Regular industrial visits has been arranged by various departments

#### 6.3.9 Admission of Students

The merit seats are filled through Centralised Allotment Process as per the rules and regulations of the M. G. University and the college is only looking after Sports, Cultural, community and Management quota in a transparent way. To ensure transparency, the list of admitted students and interview schedule are posted in the college website regularly.

#### 6.4 Welfare schemes for

Teaching	01
Non teaching	01
Students	Nil

#### 6.5 Total corpus fund generated

Nil
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6.6 Whether annual financial audit has been done ☐ Yes ☐ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Staff Council
Administrative	Yes	State Government	Yes	Management

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

For UG Programmes      Yes ☐ No ☐  
 For PG Programmes      Yes ☐ No ☐

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

Being affiliated to the University, the college follows the university regulations.

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

The Mahatma Gandhi University has evaluated the academic and administrative. The Alumni Association of the College has been active during the year 2013 – 2014 as well.

Alumni reunion Day was celebrated with Alumni and their families on the second Saturday of November (9<sup>th</sup> Nov. 2013). We have alumni chapters in U.S.A., Canada, U.A.E, Kuwait and different states in India.

(The alumni of U C C in America (UCCAANA) raised an endowment of Rs. 14 Lakhs from which merit based scholarships and assistance to financially needy students are given.

———— They have contributed towards the charity fund raised to help needy students. The beneficiaries were Ms. Jaya, and Ms. Vidya. A matching grant was also raised from faculty and students of UCC. Dr. K C Chacko, founder president of UCCAANA contributed USD 20,000 for K C Chacko Endwoment fund.

#### 6.12 Activities and support from the Parent – Teacher Association

Parents are one of the major stakeholders of U C College. The regular meetings of the Parent-Teachers association were conducted twice in a semester. The parents who attend the meeting express their opinion regarding the day to day activities of the college.

They provide financial assistance to appoint a staff for library (Rs. 4000/ p.m.), and run Reprographic Center (4500/ p.m.), Placement cell (Rs. 10,000/ p.m.). In addition, PTA bear the expenses to conduct an orientation program for 1<sup>st</sup> year students of both UG and PG courses, Open house, internal exams, and Karate classes for women (Rs. 25,000/-). Every year the college organise Harithavarsham program on Environmental day, and the PTA provide financial assistance to conduct this program. Special grants are also provided by PTA to the clubs, NCC, NSS and college union to organize various activities.

#### 6.13 Development programmes for support staff

Tally program for Non-teaching staff.

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

Every year the college organizes Haritha Varsham program to popularize the clean environment among the students and outside community.

Revised the syllabus of Value Education Course by including a component on ‘Clean

## **Criterion – VII**

### **7. Innovations and Best Practice**

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

To strengthen the MIS, the college restructured the website of the college to give wider awareness about the academic/ administrative endeavours, and to publicise the academic discourses of the faculty, using a content management system. Every faculty member of the college has separate webpage to create his/her own content. The website has responsive features, and is now accessible from all sorts of devices such as Laptop, mobile phone etc.

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

beginning of the year

Modernization of Staff Quarters	Renovated three staff quarters
Additional space for newly introduced UG courses	Construction started as an annexe of the existing academic block (MB) with an outlay of 39 lakhs
Renovation of Women's hostel (East Hostel)	With the financial assistance of UGC and College management, one of the women's hostels was renovated with an outlay of Rs.71 lakhs
Conduct seminars/ conferences/ workshops	The college has conducted seminars as follows: 02 National level seminars 01 State level seminar, and 02 College level seminars in different areas
Introduction of a social responsibility program	The college started a unit of Pain and Palliative Care with the support of student volunteers
Strengthening community extension activities	Continued Karate and Roller Skating coaching for children of nearby schools, and started a training program in Cricket for girls students in association with Kerala Cricket Association.
To fill staff vacancies	Filled one faculty position in Department of Physics

### 7.3 Give two Best Practices of the institution

Decentralized administrative set up that ensures active participation of several talented staff members in administration of the college. It is proved that this method helps the college in selecting appropriate persons with enough qualifications and training for administrative positions.

Freedom given to faculty members to organize academic discourses

Alumni support:

The campus is eco-friendly and plastic free

### 7.4 Contribution to environmental awareness / protection

1. Nature club activities
2. Regular planting of saplings in the campus

7.5 Whether environmental audit was conducted? Yes ☐ No ☐

7.6 Any other relevant information the institution wishes to add.

The Government of Kerala and Mahatma Gandhi University has recommended the college for autonomy.

## 8. **Plans of institution for next year**

- ✓ Organize UGC Sponsored National seminars to enhance research activities
- ✓ Renovation of Local Area Network with Fiber Optic Cabling
- ✓ More Residential facility for students
- ✓ Strengthening of Physical Education Activities by starting a sports hostel with the help of Kerala State Sports Council.
- ✓ Add more toilet facilities for the students
- ✓ Try to make the college autonomous and develop it into a college with potential for

*Dr. P. Thomas Mathew*

*Signature of the Coordinator, IQAC*

*Dr. A. Benny Cherian*

*Signature of the Chairperson, IQAC*

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