SELF-STUDY REPORT FOR THE FOURTH CYCLE OF ACCREDITATION

Mar Ivanios College (Autonomous)
Trivandrum

SUBMITTED TO NAAC ON 14 SEPTEMBER 2016

MAR IVANIOS COLLEGE, TRIVANDRUM (AUTONOMOUS)

SELF-STUDY REPORT FOR THE FOURTH CYCLE OF ACCREDITATION

SUBMITTED TO

THE NATIONAL ACCREDITATION AND ASSESSMENT COUNCIL

ON

14 SEPTEMBER 2016

MAR IVANIOS COLLEGE
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Preface

This Self-Study Report (SSR) of Mar Ivanios College is another significant landmark in the growth of this 67 year old institution of higher education as this is submitted to NAAC for the fourth cycle of re-accreditation; the third cycle of re-accreditation was completed on 16 September 2011. The College was awarded the highest grade in all three cycles.

However, one point of contention of this SSR is whether the College should be evaluated as a non-Autonomous College or as an Autonmous College as we were granted Autonomy status only in June 2014. The transition process is indeed a challenging and time-intensive one; one can call oneself a full-fledged autonomous college perhaps only after the first Autonomy review, when the College could truly evaluate its Autonomous status. In spite of this difficulty, Mar Ivanios College would like to perceive itself, and take up the challenge, as a forward-looking College, rather than as one which rests on its past laurels. Consequently, the College has chosen to be evaluated as an Autonomous College and the SSR follows the NAAC framework for the evaluation of Autonomous Colleges.

This Self-Study Report is a collaborative work of the Management, all the Heads of Departments, IQAC members, the members of the Quality Circles of the seven criteria, all faculty members, administrative staff and students of the College; the writing of it was an actualisation of the power of team-work.

It follows the format recommended by NAAC for both the soft copy uploaded on the College website and this hard copy submitted to NAAC: Times New Roman font in 12 point size, single spaced, with 1.5 inch margins all around, with double sided printing for the hard copy. For ease of reference, pagination has been kept the same for the hard copy, the soft copy enclosed and the soft copy of the SSR uploaded on the College website.

The Appendices shown in the text are not a part of the hard copy; they will be available in College for the NAAC Peer Team. However, they are accessible in the soft copy of the SSR available on the College website, and in the soft copy submitted (if the system is connected to the internet).

The IQAC gratefully acknowledges the support given by the Principal, the Bursar and the staff and students of the college in all matters related to the preparation of this SSR.

PRINCIPAL

I. EXECUTIVE SUMMARY

PART A: CRITERION-WISE SUMMARY

Mar Ivanios College, located on the hill-top in Mar Ivanios Vidya Nagar at Nalanchira, Trivandrum, stands tall among the ten other educational institutions of the Malankara Syrian Catholic Church management in this Vidya Nagar. Founded in 1949 by Servant of God, His Grace Geevarghese Mar Ivanios, Archbishop of Trivandrum, the College is on the threshold of the fourth cycle of accreditation by NAAC, having scored the highest grade in the first three cycles. The College is affiliated to the University of Kerala and was granted academic autonomy in 2014.

1. CURRICULAR ACTIVITIES

Mar Ivanios College currently has 2308 students on its rolls on 26 acres of campus for its First Degree (UG), Post-Graduate and PhD programmes in Arts, Science and Commerce. There are currently ten aided FDP programmes in Arts, Science and Commerce, two self-financing FDP programmes in English and Commerce, two B.Voc Programmes in Software Development and Tourism & Hospitality Management, eight PG courses in Arts, Science, Commerce and Tourism, one M.Phil programme in Malayalam (approved in 2016 but not started yet) and six Ph.D programmes in Maths, Physics, Chemistry, Zoology, English and Commerce. The two B.Voc Programmes, the two self-financing UG programmes in English and Commerce, an M.A in Malayalam with Media Studies are the new programmes which have been started after autonomy.

The College has started ten add-on, skill-oriented certificate and diploma courses. It has been one of the best performing Business English (Vantage) Certificate test centres of Cambridge University with 100% pass in the last two years. It also has one of the best-run FLAIR (Fostering Linkages in Academic Innovation and Research, an initiative of the Dept of Higher Education, Govt of Kerala) programmes, achieving accolades for its performance in their Additional Skills Acquisition Programme (ASAP), Walk with a Scholar (WWS) and Scholar Support Programmes (SSP).

The College has 12 Boards of Studies and took up its first curriculum review activity in 2014 and framed its own curriculum. However, being new to the concept of curriculum revision, only 20% of the University Syllabus was changed in this revision, with the focus more on acquiring the skills to do a thorough curriculum review in 2017. The attempt of the College has been to evolve the best curriculum suited to its student population (on the basis of feedback taken from them) and to meet the demands of local industry, research institutions and society. Boards of Studies in all departments with very eminent external experts from the

University, Industry and Research Institutes guided the curriculum framing activity. The curriculum will be revised, as a rule, every three years.

2. TEACHING, LEARNING AND EVALUATION

The College has earned a reputation for its completely transparent admission processes which scrupulously follow the stipulations of the University. Admission for both FDP and PG programmes were completely online in 2016 (including payment of admission fees) and the process was completed with classes commencing at least a month before it did in affiliated colleges under Kerala University. More than 60% of students admitted in 2016 were from outside Trivandrum district and the average demand ratios for UG and PG programmes were 16.25 and 10.09 respetively; these figures could be seen as a measure of the reputation of the College. The College is also extremely woman friendly as almost 65% of the students and staff are women. All freshers are given a two-day orientation course with experts from various fields addressing the new entrants to the higher education field. Care is taken to cater to the academic requires of both the brighter and weaker students with appropriate strategies for different demographies.

An Academic Calendar is laid down at the beginning of the year charting out the schedule for the whole year. Along with this Course Schedules/ Teaching Plans are created for each semester. All schedules are carefully monitored for compliance.

Student-centred teaching activities which often go beyond the classroom are planned and executed in each semester. These include not only the stipulated assignments, seminars, test papers and projects, but also a variety of strategies like talks by external experts, field trips, industry visits, internships, group projects, debates in open forums, etc. There is always an attempt to energize the cognitive, affective and psychomotor domains of the learner as well as to lead them to higher order thinking skills like analysis, synthesis and evaluation.

Teachers use ICT modes to teach and are trained to use Smart Boards, which are available in all departments. Innovative strategies like using MOOCs for assignments, online MCQs, open book tests, etc are used to evaluate students. Student projects are mandatory and around 1100 dissertations have been produced at the UG and PG levels in the last five years.

Teachers are evaluated by students annually and the Principal follows up on this feeback where necessary. Final year students evaluate the college when they leave and provide a review of the curriculum. All feedbacks are done in the online mode.

Teachers are the key assets of any institution; the reputation of the College has been built to a considerable extent by the quality of its teachers and teaching processes, not only in the past but also in the present too. The staff strength is currently 117 (2016) with 80 permanent staff and 37 Guest Lecturers. Among the permanent staff 57.5% (46) are PhD holders and 75% (60) are either UGC or CSIR NET qualified. Four of the teachers were awarded UGC Post-Doctoral Fellowhships and two were awarded foreign Post Doctoral Fellowships (one from Harvard Medical School and one from the University of Texas).Teachers were sent for recharge sessions like Refresher and Orientation courses and teachers attended 35 such courses in the last 5 years; this is in addition to the large number of national and international seminars they participated in.

Evaluation happens through continuous assessment and end semester examinations. The schedule for internal tests is strictly followed, as well as all regulations of the University, in this regard.

3. RESEARCH, CONSULTANCY AND EXTENSION

Research is one of the strong areas of the College. The College has a Research Promotion and Ethics Committee (RPEC) which monitors and coordinates all research activities on campus. There are currently (2016) six Research Centres on campus with 37 research guides supervising the PhD projects of 103 research scholars. There are 16 research laboratories within these 6 research departments. 18 major national conferences and one international conference have been organized on campus by the different research centres in the last three years. 66 research students of the College were awarded PhD degrees in the last five years and 18 Major Research Projects (both completed and ongoing) and 19 Minor Research Projects (both completed and ongoing) were carried out. 442 research articles were published in national and international journals and 250 conference proceedings in national conferences since 2011. Three patents were sealed in the last five years; the College has a total of nine patents.

Four departments of the College, viz., Physics, Chemistry, Zoology and Maths have DST-FIST support, while three departments, viz., Botany Biotechnolgy and Zoology come under the DBT Star College scheme (second phase). Almost all research centres have linkages and collaborations with various national and international research organizations. Six faculty members have been awarded post-doctoral fellowship (one of them from Harvard Medical School) and more than 15 have received awards/ recognition as accomplished researchers.

The College has a strong culture of social awareness and service and the NSS has been at the forefront of these activities. One of prime concerns of the College has been to take care of the less privileged and

to inculcate this spirit in all its students. All classes also have extension programmes guided by their faculty advisor. Extension activity is also mandatory in the sense that all second year FDP students have to be part of an extension club, and earn 2 credits during this year for extension activities.

4. INFRASTRUCTURE AND LEARNING RESOURCES

The College has reasonable infrastructure presently but will need to, and is planning for, significant expansion to cater to the demands of new programmes and batches. The College has eight blocks with total built-up area of 2.36 lakh sq.ft. It has 64 class rooms (25 with ceiling mounted projectors, and 8 with Smart Boards), 16 staff rooms, 16 laboratories, one main library with built up area of 10400 sq ft (with an additional four departmental extensions), with around 68000 books and a seating capacity of 230. All staff rooms have toilets and there is a separate waiting room for girl students. The library has access to INFLIBNET, DELNET, ProQuest and a variety of open access databases. The College has 6 computer labs and a total of 244 computers on campus. The campus is a Wi-Fi campus with 10 mbps speed. The College has a boys' hostel with a capacity of 175, and two ladies' hostels with a combined capacity of 450. The College has an auditorium which can seat 1000 students and 4 Academic Halls in which all programmes are held.

Work on the Research Centre is in progress; 10 classrooms of the self-financing and B.Voc courses are housed in this building. Additional buildings which came up in the last five years include the fully furnished and secure Controller of Examinations Office and an extension of the administrative block which has a new Principal's room, a Conference Hall and two new class rooms.

The College has a cricket field which is also used for track and field events, two basketball courts, a volleyball court, nets facility for cricket coaching, and a gym for recreational facilities. One of the basketball courts was renovated recently at an expense of Rs 15 lakhs.

5. STUDENT SUPPORT AND PROGRESSION

Student support on campus is under the purview of the Vice-Principal, Student Affairs, who is assisted by various committees which provide diverse student support programmes for students. These include NET coaching, Civil Services coaching, coaching for entry into service, different mentor services, career guidance, counseling services with two full time qualified counsellors, Communication Skills in English coaching, etc. The college offers the Business English Certificate of Cambridge University and the Additional Skills Acquisition Programme of the Dept of Higher Education, Govt of Kerala.

The College has an elected Students' Union which organizes all the cultural programmes on campus and brings the grievances of students to the attention of the authorities; the College also has a Grievance Redressal Cell. The College strongly promotes arts and culture and spends an average of Rs 8 lakhs every year to train students for the Kerala University Youth Festival, where we have been overall champions 8 times in the last 10 years. The College also has seen a lot of its students participating and winning accolades at the International, National and State/ University level in both arts and culture items and in sports and games. Mr. Sanju Samson in cricket and Ms. Anjana Krishnan and Mr. M.L Narayanan in Chess (all three in the English department) have represented the nation in international competitions. The College has 20 Student Affairs Committees which organizes a variety of club activities.

The College has a strong alumni association, AMICOS (Association of Mar Ivanios College Old Students), which has contributed significantly to the free noon meal programme on campus. Regular meetings are held and the old students who have been successful in various walks of life are feted. It also acts as a strong motivator by giving away proficiency prizes for curricular and extra-curricular achievements. It has also instituted an annual award in the name of Archbishop Mar Gregorios, the first Principal of the College, to an eminent, national, socially committed personality. Currently, Shri K. Jayakumar IAS, former Chief Secretary of Kerala and the present Vice-Chancellor of Thunchath Ezuthachan Malayalam University is its President.

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

The College has a well organized management structure honed out of years of administrative experience. The Management is guided in its practice by the principles of democracy, participation and transparency. There is also a continuous attempt to ensure the implementation of the vision and mission statements in all academic and administrative matters. The College has a Principal, two Vice Principals (Academics and Student Affairs) and a Dean of Academics. The Statutory Bodies are the Governing Council, the Academic Council, the Boards of Studies, the Finance Committee and the College Council. All statutory and non-statutory bodies have clearly defined tasks and hold mandatory meetings regularly to decide on policy matters. There are regular Staff Meetings, departmental staff meetings and Student Union meetings to ensure that policy decisions reach all stakeholders and are implemented. Special care is taken to ensure that the Academic Calendar is complied with. The College, with its reputation, has also managed to rope in the best minds into its various Boards of Studies.

The College has been quick to take advantage of many schemes put forward by the UGC and other funding agencies. It is the alacrity of the management and the staff which has helped the College apply for and receive the UGC CPE status, DST-FIST support, the DBT Star College scheme, the UGC DDU Kaushal Kendra and Autonomy status.

The IQAC of the College meets regularly and has formulated a series of guidelines for the functioning of various systems and committees. It has also taken steps to create online communication networks for easy dissemination of information and sharing of information. It has created online feedback forms to evaluate teachers and teaching, the curriculum, the college and its infrastructure, the functioning of departments and extension clubs; reports of these feedbacks have been submitted to the Principal. All the activities of the IQAC can be found on its website.

7. INNOVATIONS AND BEST PRACTICES

The College takes its commitment to the environment seriously and has taken a series of steps to protect, conserve and sustain natural resources. This includes using low energy power devices, rewiring and using modern devices which prevent transmission loss and are safe, building a 40 lakh litre capacity tank for storing rain water (for the entire Mar Ivanios Vidya Nagar) and creating environmental consciousness in students through a compulsory paper in Environmental Science, by teaching them the principles of vermicomposting, and through a variety of programmes of the Bhoomitrasena Club. It has also undertaken tree planting to effect carbon neutrality and has devised methods for efficient waste management. It has strongly supported the move to a paperless office by making all admissions and attendance procedures online. Innovations of the College include setting up a Butterfly Garden, starting a medicinal garden and a pulse garden, the Make Maths Fun programme of the Maths department for school students, creation of debate forums by the Journalism and Economics departments and the NSS, all the innovative teaching-learning practices initiated by teachers, etc. The major best practices of the College include the extremely well run student journals of the departments of Journalism and English, the Science Facilitation Centre of the Science departments to create interest in the sciences in school students, the Cambridge University Business English Certificate and the Additional Skills Acquisition Programme, the practice of the Tourism department of giving MOOCs as assignment for PG students, the Connecting Careers programme, the environmental programmes of the Bhoomitrasena Club, the Open House system wherein parents and students meet their teachers once in a semester, the counseling centre set up with two fulltime counsellors, the Vermicomposting practice, the

Course File system and the practice of training students for the Kerala University Youth Festival.

While the College is aware of the fact that it has earned a reputation as a centre of excellence, it fully understands that sustaining and improving on that perception of excellence is a much tougher task. It calls for concerted, united effort from all the stakeholders of the College. The College, on its part, is fully committed to the ideal of excellence and is determined to spare no effort to preserve the legacy of the College by charting new ways to make the College synonymous with academic excellence in the minds of its stakeholders – a tough but not insurmountable task.

PART B: SWOC ANALYSIS

STRENGTHS:

- The College has a reputation and brand name as one of the oldest and best colleges in Kerala; it has the goodwill of Keralites, especially the intellectual, cultural and political elite, and of the Malayalee diaspora worldwide;
- It has won top accreditation: Awarded top grade by NAAC in three cycles of accreditation; was adjudged best Arts and Science college in the state once; UGC College with Potential for Excellence (third stage); under DST-FIST scheme and DBT Star College scheme (second stage); UGC DDU Kaushal Kendra sanctioned in 2015;
- The College has dedicated and highly qualified teaching staff with very good research credentials;
- It has one of th highest research outputs by way of papers published, projects undertaken and PhDs produced among Arts and Science colleges in the state;
- It is positioned in the capital city of Kerala to attract the best students from across the state, who are highly talented in academics as well as in arts, sports, cultural events, etc;
- It has an ideal campus location and reasonably good infrastructure/ facilities;
- The College boasts of a strong alumni, holding positions of eminence across the world, who nurture a deep love and passion for the college;
- The College has developed a body of good practices: emphasis on value-based education, discipline, strictly conducted class room teaching, careful monitoring of attendance, well-conducted examinations and timely publication of results, extension and outreach programmes, research publications, tie-ups, etc
- It is fortunate to have a deeply committed Management which has a decades-old noble tradition of running reputed educational institutions.

WEAKNESSES

- Professional organizational and financial planning with long term goals is sometimes lacking ; the College has to be more process and system driven rather than relying on the potential of individuals;
- Being an aided institution depending mainly on governmental funding, there is lack of adequate funds for radical improvement of infrastructure, which is the need of the hour; only small incremental improvement in infrastructure is currently possible with the limited resources;
- Continuous professional development for teachers, especially relating to improving knowledge of sound professional practices in teaching-learning is not always happening in the way one expects it to happen;
- The culture of team work is not fully shown always; individuals sometimes become more important than the institution/ organization.
- A lack of clearly set goals and expectations for various leadership roles and committees is sometimes felt.

OPPORTUNITIES

- The College has the capability to become one of the top-notch autonomous arts, science and commerce colleges in India.
- It has the potential to become a premier research institute in the basic sciences with its research competence and accomplishments;
- Greater funding opportunities which could be utilized effectively for quality improvement could become available with autonomy.
- With academic autonomy in hand, the College could work to design new and relvant courses, implement more effective evaluation criteria, and try its best to offer valid educational strategies to overcome the mediocrity and sluggishness in the traditional affiliating University system;
- The College has a teaching community which can redefine benchmarks in academic excellence;
- The College can greatly contribute to improving the lot of the lesser fortunate in and around the College through planned extension programmes and Community Colleges;
- The College is poised for foreign collaboration with autonomy and has the potential to become a Deemed University.

CHALLENGES

- One challenge would be to get all teachers to buy into and work together for a common goal, and to change the mindset of teachers who have been for many years tuned to the non-autonomous mode. Related to this would be the challenge of fixing accountability for teachers.

- Academic excellence is tied to creating rigorously designed curriculum for new courses; getting teachers adequately trained to prepare such courses and curriculum could be seen as a challenge.
- Raising necessary funds for infrastructure development is a major challenge.
- Another would be the challenge of keeping up with smaller and more tightly organized self-financing 'new generation' colleges.
- Re-structuring teaching-learning methods to attract and motivate the modern 'digitally native' and technologically driven student community is another challenge; this also involves getting teachers heavily invested in improving their professional skills.

II. PROFILE OF THE AUTONOMOUS COLLEGE

1. Name and address of the Autonomous College:

Name:	Mar Ivanios College		
Address:	Mar Ivanios Vidya Nagar, Nalanchira P.O		
City:	Trivandrum	Pin: 695015	State: Kerala
Website:	www.mic.ac.in		

2. Details for Communication:

Designation	Name	Telephone	Email
Principal	Rev. Dr. Gigi Thomas	O:04712530023 M: 9496376066	principal@mic.ac.in
Vice-Principal	Dr.K Oommachan	9447240992	oommachan.k@mic.ac.in
Steering Committee Co-ordinator	Rev. Fr. Geevarghese Valiyachangaveettil	9447590739	vincy.varghese@mic.ac.in

3. Status of the Autonomous College by Management: PRIVATE

4. Name of the University to which the College is affiliated: UNIVERSITY OF KERALA

5. a. Date of establishment prior to the grant of Autonomy: 1 June 1949
   b. Date of grant of Autonomy to the College by the UGC: 13 June 2014

6. Type of Institution:
   a. By Gender: CO-EDUCATIONAL
   b. By Shift: REGULAR
   c. Source of Funding: GRANT-IN-AID; SELF-FINANCING; UGC; CPE; DST; FIST.

7. Is the College a recognized minority institution? YES
   If YES, specify the minority status: RELIGIOUS

8. a. Details of UGC recognition

Under Section	Date, month and year (dd/mm/yyyy)	Remarks
i. 2 (f)	1 July 1956	Nil
ii. 12 (b)	1 July 1956	Nil

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

Under Section/ Scheme	Day, month and year (dd/mm/yyyy)	Programme	Validity	Remarks
KAUSHAL	14 August 2015	B.Voc Tourism	2016-17	Nil
KAUSHAL	14 August 2015	B.Voc Software Development	2016-17	Nil

9. Has the College been recognized:
   a. By the UGC as a College with Potential for Excellence (CPE)? YES
      If YES, date of recognition: 1 JUNE 2005
   b. For its contributions/ performance by any other governmental agency?
      If YES, name of the agency and date of recognition:
      - DBT-STAR COLLEGE SCHEME - JANUARY 2013

10. Location of the Campus and Area

LOCATION:	Urban
CAMPUS AREA:	25.1 acres
BUILT-UP AREA:	2.36 lakhs sq.ft

11. Does the College have the following facilities on the campus (Tick the available facility)? In case the College has an agreement with other agencies in using such facilities provide information on the facilities covered under the agreement.

• Auditorium/ Seminar complex:	✓
• Sports facilities:	
○ Playground:	✓
○ Swimming pool:	
○ Gymnasium:	✓
• Hostel:	
○ Boys' hostel:	✓
○ Girls' hostel:	✓
• Residential facilities:	
○ For teaching staff:	
○ For non-teaching staff	
• Cafeteria	✓
• Health centre	

○ First aid facility		✓
○ In-patient facility		
○ Out-patient facility		
○ Ambulance facility		
○ Emergency care facility		
• Health Centre Staff		
• Qualified Doctor	Full time	
	Part time	
• Qualified Nurse	Full time	✓
	Part time	
• Other facilities		
○ Bank		✓
○ ATM		
○ Post Office		
○ Book Shop		✓
• Transport facilities		
○ For students		✓
○ For staff		✓
• Power house		✓
• Waste management facility		✓

12. Details of Programmes offered by the Institution (2016-17)

	Level	Name	Duration	Entry qualification	Medium of instruction	Sanctioned student intake	Number of students admitted
1	UG	Maths	3 years	+2	English	60	58
		Physics				48	55
		Chemistry				48	51
		Botany				44	53
		Biotechnology				24	29
		Zoology				44	53
		English				40	52
		Economics				60	70
		Journalism				30	39
		Commerce				60	70
		B.Voc Software				50	48
		B.Voc Tourism				50	49
2	PG	Maths	2 years	UG degree	English	15	20
		Physics				10	13

		Chemistry				12	16
		Zoology				10	13
		English				26	26
		Malayalam				15	14
		Commerce				15	20
		Tourism				10	12
		M.Voc					
	PhD						103

13. Does the Institution offer Self-Financing courses? If YES, how many?

    YES; TWO

14. Have new programmes been introduced during the last five years?
    If YES, how many?

    YES; FIVE

15. List the departments and provide the required details (for 2016):

Particulars	Programme Level	Number	Students
Science	Under-Graduate	6	893
	Post-Graduate	4	188
	Research Centres	4	66
Arts	Under-Graduate	3	481
	Post-Graduate	2	79
	Research Centres	1	20
Commerce	Under-Graduate	1	209
	Post-Graduate	1	40
	Research Centres	1	17
Others: Tourism; Software Development	Under-Graduate	2	291
	Post-Graduate	1	24
TOTAL			2308

16. Are there any UG or PG programmes offered by the College which are not covered under the Autonomy status of the UGC? Give details.: NO

17. Number of Programmes offered (in 2016) under:

    a. Annual system: NIL
    b. Semester system: 23
    c. Trimester system: NIL

18. Number of programmes with:

a. Choice based credit system: 23
b. Inter/ Multi-disciplinary approach: NIL
c. Any other (specify): NIL

19. Unit cost of education (total annual actual recurring expenditure/ total no of students) in 2015-16:
    a. Including the salary component: Rs.63345.72
    b. Excluding the salary component: Rs.14468.22

20. Does the College have a Department of Teacher Education offering NCTE recognized degree programmes in Education? NO

21. Does the College have a teaching department of Physical Education offering NCTE recognized degree programmes in Physical Education? NO

22. Does the College offer any professional programmes? NO

23. Has the College been reviewed by any regulatory authority? NAAC

24. Number of teaching and non-teaching positions in the College (2015-16)

POSITION	TEACHING FACULTY						NON-TEACHING STAFF		TECHNICAL STAFF	
	Professor		Associate Professor		Assistant Professor					
Sex	M	F	M	F	M	F	M	F	M	F
Sanctioned by UGC/ Uty/ Govt.	88						37			
Recruited	0	0	18	18	15	29	30	6	1	-
To be recruited	8						0			

25. Qualifications of the Teaching Staff (as on 01/08/2016)

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc/ D.Litt							
Ph.D			15	13	7	11	46
M.Phil			2	4	2	7	15
P.G			2	-	6	11	19
Temporary Teachers (Guest Lecturers and Lecturers on FDP vacancy)							
D.Sc/ D.Litt							

Ph.D					4	3	
M.Phil					3	4	
P.G					6	17	

26. Number of Visiting Faculty/ Guest Faculty engaged by the College: 37

27. Number of Students enrolled in the College in the current academic year, with the following details:

STUDENTS	UG		PG		MPhil		PhD	
Sex	M	F	M	F	M	F	M	F
From the parent State	687	1233	62	219	NIL		43	56
From other states	2	0	0	0			0	0
NRI students	0	0	0	0			0	0
Foreign students	1	0	0	1			0	4
TOTAL	690	1233	62	220			43	60
TOTAL	2308							

28. Completion rate in the last two batches (average): UG: 98.6% PG: 92.2%

29. Number of working days during the last academic year: 190

30. Number of teaching days in the last academic year: 182

31. Is the College registered as a study centre for offering distance education programmes for any University: YES

    If YES, provide the
    a. Name of the University: IGNOU
    b. Whether recognized by the Distance Education Council: YES
    c. Number of programmes offered: 50

32. Teacher – Student Ratio for the courses offered by the College in the current academic year:

Course	UG	PG	M.Phil	PhD	Cert.	Dip.	PG Dip
Teacher-Student ratio	22.28	3.41	NA	2.575	NA		

33. Cycle of NAAC Re-accreditation: CYCLE 4

34. Details of Accreditation and Re-accreditation:

	Year of Accreditation	Result/Grade
Cycle 1	1999	Accredited
Cycle 2	2005	A (85.2)
Cycle 3	2011	A (3.11)

35. IQAC and AQAR details:

DATE OF ESTABLISHMENT OF IQAC	01/06/1994
AQAR OF	SUBMITTED ON
2011-12	02/08/2014
2012-13	02/08/2014
2013-14	02/05/2015
2014-15	08/04/2016
2015-16	16/08/2016

36. Any other relevant data the College would like to include:

- 1949: College established; affiliated to Kerala University
- 1985: Recommended for Autonomy by the Malcolm Adesheshaiah Commission (one of the two colleges recommended from Kerala)
- 1997-98: Received the R. Shankar award for Best College
- 2000: First private College under Kerala University to be reaccredited by NAAC
- 2005: Granted College with Potential Status by the CPE; re-accredited in the second cycle by NAAC with A Grade
- 2007: Department of Physics funded by DST- FIST; extended to the departments of Chemistry, Maths and Zoology.
- 2010: UGC College with Potential for Excellence status extended to the second phase
- 2011: Re-accredited in the third cycle by NAAC with 'A' Grade.
- 2012: Came under the Star College Scheme of the DBT; scheme extended every year continuously till the present.
- 2014: College granted autonomy
- 2014: UGC B.Voc Courses started in Tourism & Hospitality Management and Software Development

- 2015: UGC College with Potential for Excellence status extended to the third phase
- 2016: Became UGC DDU Kaushal Kendra
- 2016: First college in Kerala University to go for the fourth cycle of reaccreditation

III. CRITERIA-WISE INPUTS

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Design and Development

1.1.1 How are the institutional vision / mission reflected in the academic programmes of the College?

Introduction

Mar Ivanios College has earned a reputation as one of the best colleges in Kerala since its founding in 1949. The college developed from the far sighted vision of its founder, Servant of God His Grace Geevarghese Mar Ivanios, first Archbishop of Trivandrum, to model an institution with the intellectual integrity and commitment, and the social devotion, of Santinikethan. The motto of the college, the statement of vision and mission and the commitment to constantly strive to raise the bar on academic quality reaffirm the vision of its founding fathers.

Credentials of the College

- The College was first recognized by the UGC as a College with Potential for Excellence in 2005; the scheme is currently running in its third phase.
- The College has been part of the FIST programme of the Department of Science and Technology, Government of India, since 2007 (with the Physics department receiving the award in that year); all science departments came under the scheme in 2010.
- The College was recognized under the Star College Scheme of the Department of Biotechnology, under the Ministry of Science and Technology, Govt. of India in 2012 and the award was extended for the second phase in 2015. Three departments of the College, viz., Botany, Biotechnology and Zoology, are funded under this scheme.
- The College was one among the two private colleges under Kerala University to be granted autonomy status in 2014.
- It was the first college under Kerala University which got accredited under the National Assessment and Accreditation Council of the UGC in 2000, and the third cycle of accreditation is valid till September 2016. The College was awarded the highest grade in all three cycles.
- The Mar Ivanios-BEC Training Centre is a Cambridge University approved training-cum-examination centre for the Cambridge University Business English Exams from 2007.
- The College became a UGC DDU Kaushal Kendra in 2015, one among only 48 Universities/Colleges in India and 4 in Kerala who have been granted this status, with two B.Voc programmes in

Software Development and Tourism & Hospitality Management having started in 2014 and recommendation for M.Voc programmes.

Motto, Vision and Mission, and Goals

The motto of the College is "VERITAS VOS LIBERABIT", 'Truth shall liberate you'.

The Vision of the College is:

- To be an internationally recognized institution of excellence in higher education, inculcating the values of truth and charity for the protection and promotion of human dignity and of a cultural heritage, through teaching, research, and extension activities dedicated to society."

The Mission of the College is:

- To produce intellectually trained, morally upright, socially committed, spiritually inspired and ecologically conscious young men and women, irrespective of caste, creed, gender or nationality;
- To create a vibrant academic community known for its innovation, intellectual rigour and social commitment through internationally validated teaching-learning, research, co-curricular and outreach processes in the faculties of Arts, Science and Commerce".
- To ensure the academic, social, and spiritual development of students who belong to the Malankara Syrian Catholic Church into responsible citizens of India and the world, thus actualizing the dreams of the Venerable Founding Fathers.

The Goals of the College are:

- To establish itself as a constantly renewing centre of academic excellence;
- To ensure the development of global competencies and skills in its students;
- To inculcate a sense of harmony, equality and fraternity among youth, transcending religious, linguistic, regional or sectional diversities;
- To develop scientific temper, humanism and the spirit of inquiry and reform in youth.
- To endure as a role model for academic excellence with moral bedrock in a turbulent and fast-changing world.

The College fulfils the ideals in the Vision and Mission and engages the intelligence and curiosity of its students by integrating knowledge with experience through its graduate, post graduate and research programmes, through the core and electives on offer, through its

emphasis on quality research, its extension activities, and through its carefully designed add-on courses and programmes for skill development.

The College currently offers twelve First Degree Programmes:

1. B.Sc in Mathematics
2. B.Sc in Physics
3. B.Sc in Chemistry
4. B.Sc in Botany
5. B.Sc in Botany & Biotechnology (Career related programmes with Vocational courses)
6. B.Sc in Zoology
7. B.A in English
8. B.A in Economics
9. B.A in Journalism, Mass Communication and Video Production (Career related programmes with Vocational courses)
10. B.Com in Commerce
11. B.Voc in Software Development, and
12. B.Voc in Tourism & Hospitality Management

It also offers eight Post Graduate Programmes:

1. M.A in English
2. M.A in Malayalam with Media Studies
3. M.Sc in Mathematics
4. M.Sc in Physics
5. M.Sc in Chemistry
6. M.Sc in Zoology
7. M.Com in Finance
8. MTTM in Tourism & Travel Management.

The following PG programmes proposed by the college under the autonomy scheme have been approved by the University and will be launched shortly:

1 M.A in Economics
2 MPhil in Malayalam
3 MPhil in Physics
4 M.Voc in Software Development
5 M.Voc in Tourism and Hospitality Management

The College also has six Research departments - Mathematics, Physics, Chemistry, Zoology, English and Commerce – which offer PhD programmes with currently103 registered students on the rolls.

We sincerely believe we are privileged to offer programmes in the Arts, Science and Commerce streams because the service of producing "intellectually trained, morally upright, socially committed, spiritually

inspired and ecologically conscious young men and women" is the specially suited to these programmes. For example, "social commitment" and "moral uprightness" is inbuilt into a discipline like Journalism, Mass Communiction and Video Production which cannot survive as a discipline without ethical standards, social commitment and cultural consciousness. Neither can Economics without social commitment or Botany without ecological consciousness, or the Languages without the core commitments in the Vision statement.

Further, understanding the necessity of up-skilling students in the contemporary globalized world, ten add-on Certificate and Diploma courses were designed by the faculty to develop global competencies, specially keeping in mind the mission of the College. Consequently, the Academic Programmes Committee organized the courses under three heads, viz., Life Skills Courses, Professional Skills Courses and Language Skills Courses.

The Life Skills courses are the:

- Certificate Course in Potential Enhancement Training;
- Certificate Course in the Fundamentals of Computer Application;
- Certificate Course in Yoga; and
- Certificate Course in Freshwater Aquarium Maintenance and Management.

The Professional Skills courses are the:

- PG Diploma Course in Teaching in Higher Education; and
- PG Diploma Course in Digital Library Management

The Language Skills courses are the

- Diploma Course in Multimodal Communicative English;
- Diploma Course in Communicative French;
- Certificate Course in Communicative Hindi; and
- Certificate Course in Communicative Tamil.

The brochure for these courses is available at Appendix 1.A and the syllabus on the College website. It could be noted, for example, that the Course on Potential Enhancement Training is focused almost exclusively on the Vision/ Mission statement.

A key aspect of developing global competencies is helping students improve their English language skills and their computer skills. Focus on developing English language skills is evident not only in the curriculum created for General English courses and core courses, but also in establishing the Cambridge Centre for Business English and vigorously supporting the Additional Skills Acquisition Programme (ASAP) of the Higher Education Council of the Government of Kerala.

The Cambridge University accredited Business English Certificate programme, running since 2007, has benefited more than 250 of the brightest students on campus. The BEC Centre has earned the accolades of Cambridge University with its 100% success rate (in the last two years) and the high number of distinctions it produces in every batch; while the national average of BEC Vantage score stands in the range of 60-65%, the average score of the College centre is in the 80-85% range. The College has now been accepted for registration on the Cambridge University's Cambridge English Language Assessment website, *Campus to Work*, which connects campuses to the corporate world, providing access to global placement opportunities for students who have passed the exam from the Mar Ivanios College Training and Exam Centre for the BEC.

In addition to the BEC programme, Cambridge English is offering the CLIL (Content and Language Integrated Learning) Module of the TKT (Teaching Knowledge Test) to PG students of the College. The College has invited applications and 30 PG students will be taking this test this academic year.

Our commitment to the New Initiatives in Higher Education of the Government of Kerala, viz, its Additional Skills Acquisition Programme (ASAP), the Walk With a Scholar (WWS) Programme and the Scholar Support Programme (SSP) is a testimony to the commitment of the College to provide a level playing field for students from all backgrounds to motivate them to achieve what they thought they could never achieve in life. This commitment is validated by the fact that we were one of only two colleges in Kerala University, and one among 10 colleges in Kerala State to be awarded the 5 Star grading by the Higher Education Council, Govt of Kerala, for the ASAP Training Partner Scheme in 2015 (the certificate can be seen at this link).

The social and community consciousness of students, with focus on building team skills, is taken care of by an actively functioning NSS unit, the extension activities carried out by all departments and in the activities of the various clubs on campus. The details of these clubs are available in the College Handbook.

The Vision and Mission of the College are disseminated through the following practices:

- Academic excellence is fostered through the quality of the teachers and the teaching-learning process. More than 58% of the permanent staff are PhD holders, another 27% constitute those who have submitted their dissertation or are seriously pursuing their PhD while the remaining 15% are expected to register for PhD shortly.

- A conscious effort is made to ensure that the teaching-learning process is student-centric and experiential through projects, assignments, debates, quizzes, internships, industry visits and field trips. Internal evaluation is rigorous with internal tests being a full model test, in addition to assignments, seminars and projects.
- The College is set on a bedrock of secularism and social justice from the process of admission onwards. 80% of Admissions are strictly on General/ Community/ SC/ST merit and students are admitted on an equal footing whichever background they come from. Students are encouraged to participate in goal oriented group activities, both curricular and extracurricular, which teach them to respect one another and to work together for common goals.
- Values are taught and caught through the various extension activities on campus, the strong student-teacher relationships and ethic of hard and sustained work which is continuously on display among both the teaching and the learning communities.

It is being recognized today that the progress of the nation, and the world, depends more on the development of basic sciences and humanities than on professional courses, because the latter cannot survive without the former. It has therefore been our commitment to bring quality into the teaching-learning processes in the programmes we offer so that students who pass out of the College are carriers of the Vision and Mission wherever they are.

As a case in point we place on record the uninvited testimony of Nikesh Murali, a student of B.A English (1997-2000) who contributed a piece to *Imprint*, the student publication of the Department of English. He is currently in Australia, can be found at nikeshmurali.net, and his article on our College, in Appendix 1.B (Please scroll down the link to his article "Let's Go Dwell in the Vineyards"). His testimony is a clear pointer to the fact that the Vision and Mission statement has insidiously merged into, and created, the character of the College.

We also believe that such testimonies have a much greater chance of coming from an Arts, Science and Commerce College, than professional colleges.

1.1.2 Describe the mechanism used in the design and development of the curriculum? Give details on the process. (Need Assessment, Feedback, etc)

Mechanism used: Basic strategy

Since Autonomy was granted to our College only in 2014, we started the process of curriculum design and development on a limited scale. It was generally felt that too many innovations in curriculum should not be tried in the first year because:

a. The College was new to the whole concept of curriculum design and development and needed serious learning in the basic principles and processes involved; and
b. Deviating too much from the established syllabus of the University all of a sudden might not go down well with prospective students and their parents

The attempt was therefore to focus on the process of curriculum design and development, rather than the product. As a first step in this direction, the IQAC framed the preliminary guidelines for curriculum design, shared it with Chairpersons of the Boards of Studies at a meeting held on 28 November 2014 and got it ratified by them. All Boards of Studies followed this framework for the work of curriculum revision. This document can be accessed at Appendix 1.C.

The basic strategy was to limit revision of the curriculum to 20% of the existing curriculum in the first revision. The attempt would be more to correct the anomalies in the present curriculum and learn the process of curriculum revision.

Boards of Studies were constituted in all programmes and suggestions for revision invited from all members of the faculty. The needs of students were also taken into account as well as inputs from alumni and parents. These were presented at the BoS meetings, which were attended by subject experts, representatives from the University, the Government and industry. All recommendations were thoroughly vetted and the revised version created. All curriculum revisions were placed before the Academic Council, which went through it meticulously, and it was forwarded for approval to the University through the Governing Council of the College.

The Academic Council has a key role to play in curriculum design and development. The following recommendations were approved by the Academic Council at its meeting on 29 March 2016.

	RECOMMENDATION	NAME OF THE COURSE	DEPARTMENT
1	Add-on Courses	a. Anchoring – Broadcast Journalism b. Film Appreciation c. Digital Journalism d. Technical Writing e. Radio Production: f. Ad Film Making	Journalism
		Diploma Course in Biostatistics with Computer Application	Mathematics

2	Introduction of new Open Course	Communicative Applications of French	French
3	Initiation of certificate courses	PG Diploma Course in Teaching in Higher Education	English
4	Inclusion of more electives in PG course	South Asian Literature	English
5	Internal doctoral committee for research work		Mathematics
6	Introduction of new Foundation course at the UG level	Environmental Studies	English
7	New M.Phil Courses	M.Phil in Malayalam M.Phil in Physics	Malayalam Physics
8	Remedial and Bridge courses		Journalism
9	New Electives in UG course	Mathematical statistics, Operations Research, Graph Theory, Mathematical Modelling	Mathematics
10	Hands on training	Animal handling; Animal cell culture	Zoology
11	New course with collaboration of industry	B.Com (Accounts and Audit)	Commerce
12	New P.G courses	M.Voc in Software Development M.Voc in Tourism and Hospitality Managment	Computer Science Tourism

Need Assessment

A very basic need assessment was indicated in the last paragraph of Page 1 of the IQAC Guidelines, but this does not take into account the needs of the present demography. However the NSDC Skill Gap Analysis Report of 2012 for Kerala is a clear pointer to the educational needs of the state. It identifies BFSI, IT and ITES, Education, Tourism and Hospitality, Media and Entertainment as some of high and medium skill areas with high demand potential. This has been evident in B.Com and B.A English courses which have always had the highest demand ratio (see section 2.1.6 below for data and analysis)

Consequently an attempt has been made to select courses which would bridge the skill gap; the programmes we have started recently like the B.Voc courses in Software Development and Tourism and Hospitality Management, the self-financing courses in B.A English and B.Com, and the Master's Programme in Travel and Tourism Management are proof of this perspective.

Feedback on Curriculum

From Students

Taking feedback from students about the curriculum being transacted has some drawbacks as it could be seen as giving predominantly presumptive views of students on the imagined impact of the curriculum on their future academic and professional pursuits. Nevertheless, feedback from students could be expected not only to provide an understanding of their aspirations and but would also affirm their stakeholder status.

Since the Sixth semester students of the 2016 were the last batch following curriculum prescribed by the University, an online feedback on curriculum was taken by the IQAC in April 2016 from these students. The format of the feedback and the analysis of the feedback can be found in Appendix 1.D.a and Appendix 1.D.b. The analysis has been forwarded to the Academic Council for follow-up action in the next curriculum revision.

However, the following practical difficulties were faced:

Collecting feedback from more than 500 students and doing an analysis using a printed hard copy was deemed to be too cumbersome. An online mode was consequently adapted and the feedback form was sent to the official class email IDs of all VI Semester UG batches. The number of respondents was very few (around 5%, in spite of constant reminders), though the feedback had valuable suggestions. Consequently it was decided to have a class-wise manual feedback on curriculum for the VI Semester 2016-17 batch.

From Subject Experts

More valid feedback could be expected from subject experts with significant experience in the field. While this was not done before the 2014 revision, it has been made mandatory that all curriculums be evaluated by national or international subject experts. The IQAC, which was entrusted with the task of preparing a common format, has put in place a system for online evaluation of curriculum by subject experts chosen by each department. The feedback in online mode is in progress and the format of the feedback is in Appendix 1.E.a and 1.E.b.

1.1.3 How does the College involve industry, research bodies, and civil

society in the curriculum design and development process? How did the College benefit through the involvement of the stakeholders?

The basic strategy adopted by the College to involve industry, research bodies and civil society in the curriculum design and development process has been to make the most eminent experts in these fields the members of the Academic Council and the Boards of Studies of the various faculties. Regular meetings of these bodies are held when there is elaborate discussion and pinpointed decision making related to the design and development of the curriculum.

The impact of these experts has been extremely vital in the curriculum design and development process. A brief list of the home institutions of the external experts is given below.

DEPARTMENT	HOME INSTITUTIONS OF EXTERNAL MEMBERS
English	Institute of English, Kerala University; *The Hindu*; Air Travel Enterprise; UST Global.
Mathematics	IIT, Madras; National Institute for Interdisciplinary Science and Technology, Trivandrum; TATA Consultancy Services; VSSC, Trivandrum; School of Mathematics, IISER, Trivandrum.
Physics	NIIST, Trivandrum; VSSC BHEL,Trichy; CUSAT; National Defence Academy, Pune.
Chemistry	IIST, Trivandrum; Amity Institute; R&D, Travancore Titanium Products; NREM Group; NCESS, Trivandrum.
Botany & Biotechnology	Govt.College, Karyavattom; Rajiv Gandhi Centre for Biotechnology, Trivandrum.
Zoology	Bio-Diversity Board, Govt of Kerala; SCTIMST, Trivandrum; Genetica Lab
Economics	Centre for Development Studies, Trivandrum; Vaishya Bank, Ernakulam.
Commerce	Former PVC, University of Kerala; University of Calicut School of Tourism Studies; KITTS, Trivandrum.
Computer Science	Director, Kerala University Computer Center; Head , Dept. of Computational Biology and Bio Informatics.

The profiles of the external experts on these bodies can be found in Appendix 1.F.

Feedback has also been taken from alumni, parents and employers to gauge the expectations of employers, industry and society regarding the directions in curriculum design the college should take.

1.1.4 How are the following aspects ensured through curriculum design and development?

- *Employability*
- *Innovation*
- *Research*

Employability

All recommendations of subject experts, industry and administrative leaders in all BoS relating to employability, innovation and research have been taken up. A conscious planned effort goes into the transaction of the curriculum to make it skill-oriented.

- The students of Journalism, Mass Communication and Video Production, for example have a tie up with the industry for internships. This has increased their employability rate as around 10% of students are offered their first job by the companies they did internship in.
- Similarly the industry internships done by the B.Voc in Tourism and Hospitality students and the students of the Master's in Travel and Tourism Management and the M.Com degree have helped students to become employable.
- The MTTM programme has tie ups with Somatheeram Ayurvedic Resort, Goethe Zentrum, Great India Tour Company and travel portals like Galileo, which function as centres of expertise, training and experience for the students. It has a record of placing 100% of its students in the hospitality industry.
- B.Voc courses in Software Development and Hospitality and Tourism Management are skill courses with core subjects related to the software development sector and the hospitality sector. Both of them are completely job-oriented, training students to become profitably employed.

The Career related courses, viz., B.Sc in Botany and Biotechnology, and the B.A in Journalism and Mass Communication are not only career-oriented, but also offer Vocational courses, further improving their prospects for employment. Both these programmes have 14 Vocational Courses spread across the six semesters; for details see Appendix 1.G.

One main option before students who pass out of PG programmes is the teaching profession. To increase their employability quotient, the College runs the UGC supported coaching for NET examinations and training for Entry into Service. Understanding the need for training to

become a teacher at the Higher Education level, an add-on Post Graduate Diploma course in Teaching in Higher Education (PGDTHE) has been designed for PG students.The BEC courses mentioned above have also played a significant role on increasing the employability of students.

Similarly the Civil Services Coaching Class offered by the reputed Civil Services Academy, Pala, on campus is a big boost to students preparing for the Central services.

The Dept of English strongly recommends that the PG students of the department should do the Certificate in Teaching of English offered by IGNOU, which has a study centre on campus; 17 students have successfully completed the course in the last two years and currently 15 are enrolled for the course.

Around 15 students of the College are currently enrolled in various other courses offered by IGNOU.

Post-graduates from the College regularly clear the NET and SLET and around 50% of them become employed as teachers either at the school or college levels within three years of passing out from college.

Although the minimum of 120 Credits is mandatory for the successful completion of the CBCS UG Programme within a minimum period of 6 Semesters and for the award of the Degree, the students are eligible to acquire an additional maximum of 8 credits as indicated below:

SEMESTER	COURSE	CREDITS
Semester I & II	Talent/ Leadership Development Club Activities	2
Semester III & IV	Value Education Course	2
Semester III & IV	Community Services/ Extension Activities/ Outreach Programme	2
Semester V & VI	Soft Skill Development and Finishing School	2

The employability quotient is further enhanced by the training offered by corporate houses to prepare them for the interview and face the world of the modern workplace. McKinsey offers, for example sessions every year to final year students on Facing the Interview, Stress Management and Soft Skills for the Workplace. The Skills for Work programme run by Cambridge English on CV Writing and Interview Skills are also run on campus. Sample report/ announcement is available at Appendix 1.H.a and 1.H.b. The College in association with Institute of Human Resource Development (IHRD), a Government of Kerala initiative, has designed Diploma in Computer Application

(DCA) training for final year students in the campus in order to increase the employability of our students for Government/ Public/ Banking sector jobs.

Innovation

The present curriculum has not significantly deviated from the University curriculum as it had been decided to be incremental with changes rather than radical. However, the Academic Council has initiated actionable plans to ensure that the curriculum is closely aligned to the needs of the stakeholders (see below).

Both employability and innovation can be seen in the add-on courses offered to students.

Research

Research is promoted in the curriculum at both UG and PG levels through the project work/ dissertation. At the UG level 3 hours per week has been devoted to Project work, enabling students to get good insight into research writing. While group projects are the norm at the UG level, individual dissertation of length between 50 and 60 pages have to be produced at the PG level. The list of dissertations produced in the last three years can be found in Section 3 below, which should be indicative of the importance given to research in College.

The College is very strong in research at the PhD level, having produced 66 PhD awards in the last five years. There is a very strong research publication tradition especially in the sciences with more than 400 articles in international and national peer-reviewed journals, and around 250 published conference proceedings in the last five years.

The College has generally been cautious in introducing radical change in the curriculum. However, the Academic Council in its next meeting due in August/September will seriously consider the following recommendations and forward them to the concerned Boards of Studies for implementation:

- The departments of English and Malayalam shall discuss the feasibility of starting either an M.A programme in Comparative Literature or Translation Studies, or offering these papers as Complementary Courses at the UG level or Electives at the PG level. They shall present a Feasibility Report to the Academic Council within a period of three months from the date of receiving this communication;
- The departments of Botany, Zoology and Chemistry shall explore the feasibility of offering a Bachelor's Degree Programme in Biochemistry as a self-financing programme. The Feasibility Report shall be presented to the Academic Council within a period of three

months from the date of receiving this communication;

- The department of Commerce shall submit a Feasibility Report on starting a Bachelor's degree in Business Management in the self-financing stream or offering a four year integrated M.B.A in collaboration with the Cardinal Cleemis School of Management, Mar Ivanios Vidya Nagar, with the final year being done at CCSM.
- The Department of English shall make a strong effort in the next syllabus to radically improve the four language skills of students through a practice oriented syllabus. They may also explore the possibility of a tie-up with Cambridge University to develop a skill based Language learning paper and/ or including modules of IELTS/ TOEFL/ PSC Tests in English Language into the syllabus and the question paper pattern. They shall report to the Academic Council their decisions in this regard within a period of three months from the date of receiving this communication;
- The Department of Computer Science shall submit a Feasibility Report on offering a Diploma Course in IT for Non-Engineers, based on the Syllabus and Course Content designed by the NSDC, for the students of the College or to introduce this course as an elective in the B.Voc or M.Voc courses offered by the department;
- The Department of Tourism shall submit a Feasibility Report within three months on starting a Diploma Course in Food and Beverages production based on NSDC e-content or any of the NSDC Model Curricula in the Tourism and Hospitality Sector.
- All Departments shall plan to include one MOOC from a reputed university as part of the syllabus in any of the courses at the UG/ PG level, as part of Curriculum Enrichment strategy;
- A sub-committee of the Academic Council shall present a feasibility report in three months on inking tie-ups with other institutions in the Mar Ivanios Vidya Nagar campus for transfer of credits/ Twinning or Dual Degree programmes, or stand alone Diploma Programmes. It shall also explore the possibility of a tie-up with Jayamatha Institute to enable students of the College to do a Yamaha Motorcycle Maintenance course. It shall also explore the possibility of starting at least one Dual and one Twinning degree programme, and starting collaborations with foreign universities.
- Proposals have been invited form departments offering PG courses, to offer a three year integrated Master's degree in their discipline, in the self-financing stream. The best three proposals may be considered for implementation.
- All BoS shall correct the anomalies in the Credit Based Courses at the UG level and implement the Course and Credit System at the PG level.
- Each BoS shall ensure that the curriculum revision activity focuses

on employability, innovation and research. The option of offering unique electives designed by the faculty in their area of specialization/ interest shall be explored and every BoS shall constitute a Curriculum Revision Committee who will work throughout the year, getting inputs from all members of the BoS and the department faculty regarding the revision of the curriculum.

- All BoS shall explore the possibility of, and implement if feasible, the practice of offering more subject choices at both the core and electives levels.

1.1.5 How does College ensure that the curriculum developed addresses the needs of the society and have relevance to the regional / national developmental needs?

As mentioned in 1.1.2 above, the Skill Gap Analysis for Kerala of the NSDC could be considered a benchmark for taking into account the needs of society and for designing curriculum of relevance to regional and national development needs. The Academic Council is committed to recommending that as many of the model curriculum and as much of the e-content created by the NSDC should be incorporated into the curriculum of the various programmes wherever possible (for example in the B.Voc courses). Additionally, departments were asked to look into the possibility of incorporating the model curriculum of the NSDC as core or elective courses at the UG or PG levels (see above).

All BoSs have also meticulously followed up and incorporated the suggestions of the external experts. Feedback obtained from Alumni and Employers will also be taken into consideration during the next revision.

The College also offers a compulsory Foundation course paper on Environmental Studies and offers optional courses in Value Education.

1.1.6 To what extent does the College use the guidelines of the regulatory bodies for developing or restructuring the curricula? Has the College been instrumental in leading any curricular reform which has created a national impact?

The College scrupulously follows all guidelines of the parent University, the Government and the UGC while initiating curriculum reform. The UGC model curriculum is taken as the base for curriculum reform.

While being cautious enough to carefully feel the pulse of society regarding their expectations from newly started autonomous Colleges, the College has been always a pioneer in taking full advantage of the schemes of the UGC: it was first College in Kerala University to be granted CPE Status by the UGC, the first private college in Kerala University to be recommended by the UGC for autonomy and granted

Autonomy by the Government, and the only College in the University to become a UGC DDU Kaushal Kendra. The first batch of B.Voc courses in Software Development and Tourism and Hospitality Management are into their final year, and the College has already received the nod from the University to start M.Voc courses in these disciplines. All this reflects the confidence of academic regulatory bodies, the University and the Government, and the general populace, in the quality framework and processes in place in the College. This academic leadership has given other colleges in the State the courage to jump into the unchartered waters of autonomy and set the course for sustained quality development in Higher Education in the state.

1.2 Academic Flexibility

1.2.1 Give details on the following provisions with reference to academic flexibility

a. Core / Elective options

The College currently follows the core and elective options followed by the parent university. At the UG level, the following course types are offered in all programmes: language courses, foundation courses, core courses and complementary courses. The course types and credits are given below:

B.A/ B.Sc/ B.Com PROGRAMMES		
	COURSES	CREDITS
1	ENGLISH LANGUAGE	12 – 19
2	ADDITIONAL LANGUAGE	6 – 14
3	FOUNDATION	5
4	CORE	38 – 57
5	COMPLEMENTARY	16 – 28
6	VOCATIONAL (FOR Career related programmes)	35
7	PROJECT	4
8	OPEN	2
9	ELECTIVE	2
10	EXTENSION CLUBS	10
	TOTAL MINIMUM NEEDED	120

For a detailed list, see Appendix 1. I. For a full list of all courses in all programmes, see Appendix

All Core courses are up-to-date and Complementary courses

offer perspectives from related disciplines. The Open course offered in the fifth semester and the Additional Elective course in the final semester of the UG programme also add flexibility to the curriculum. The list below of Elective course indicates the academic flexibility of the curriculum; the list of Open Courses is given in section 1.2.7 below.

	PROGRAMME	ELECTIVE COURSES
	Mathematics	Graph Theory
	Physics	Nano science and technology
	Chemistry	Polymer Chemistry
	Botany	Bio technology and Nano Biotechnology
	Biotechnology	Food and Dairy Biotechnology
	Zoology	Economic Zoology-Vermiculture and Apiculture
	English	Creative Writing
	Economics	1. Agricultural Economics 2. Mathematical Economics
	Journalism	1. Multimedia Production 2. Science Journalism
	Commerce	1. Computerized Accounting 2. Co-operative Accounting 3. Income Tax Law and Accounts

At the PG level every program has 16 courses (four courses in a semester), out of which 4 are elective courses.

b. Enrichment courses

Currently enrichment courses are only optional add-on certificate courses offered by individual teachers. The brochure listing the add-on courses is available at Appendix 1.B.

The option of additional 8 credits at the UG level through courses mentioned in 1.1.4 above are enrichment courses of significant benefit for students.

The BEC offered by Cambridge University, the ASAP, WWS and SSP programmes of the Higher Education Council could also be considered invaluable enrichment course offerings to students (see 1.1.1 above).

c. Courses offered in modular form

Currently the B.Voc courses in Software Development and Tourism and Hospitality Management are in the modular form

with multiple exit options. Students can opt to discontinue the course after the first year with a Certificate degree, after the second year with a Diploma; at the end of the third year they are awarded the Bachelor's degree.

d. Credit transfer and accumulation facility

The present curriculum does not offer credit transfer facility with other institutions. It does however do what could be seen as a kind of credit transfer through the Complementary and Open courses offered at the UG level by non-parent departments. University of Kerala is currently in the process of designing guidelines for transfer of credits from autonomous to autonomous colleges and autonomous to non-autonomous colleges and vice-versa.

Credit transfer and accumulation is impossible without a sound Course and Credit Based System. The Academic Council, as a first step, has instructed all BoS to put in place a practical, viable, Course and Credit Based System at both UG and PG levels (see above).

e. Lateral and vertical mobility within and across programmes and courses

Currently lateral mobility is available through Complementary and Open courses at the UG level. For details about these courses and credit allocation, please see above in this section.

Vertical mobility is operational in all departments except Malayalam, which are recognized research centres, viz., the departments of Mathematics, Physics, Chemistry, Zoology, English and Commerce. Students in these departments can move from their UG programme to a PG programme to a PhD programme in their own department.

1.2.2 Have any courses been developed specially targeting international students? If so, how successful have they been? If 'no', explain the impediments.

The Centre for International Academics was instituted in the College in 2015 to facilitate global learning. It tied up with the International Institute for Scientific and Academic Collaboration for its Semester India Programme. The College offered courses developed specially for foreign students in the following subjects in 2015-16:

1. Hinduism and its Practices
2. Women and society in India
3. Cultural Anthropology of India

4. Basic Malayalam
5. Art of Living in India - Practical Classical Yoga
6. Multivariate Analysis
7. Bio-Psychology

Each was a 3 credit course and the courses were handled by eminent faculty both from College and outside.

Details of the programme can be found on the IISAC website and in Appendix 1.J.

1.2.3 *Does the College offer dual degree and twinning programmes? If yes, give details.*

The College does not offer any twinning or dual degree programmes currently. However, the Department of English has made an informal attempt at a dual degree programme as it strongly encourages its PG students to do the Certificate in Teaching of English course of IGNOU, especially because Teaching of English is one of the core papers of the Programme. 17 students of the department successfully completed the course in the 2015 and 21 students are currently enrolled for the course.

1.2.4 Does the College offer self-financing programmes? If yes, list them and indicate if policies regarding admission, fee structure, teacher qualification and salary are at par with the aided programmes?

The College currently offers B.A in English and B.Com degree programmes as self-financing programmes.

Policies

Admission

The same admission procedure for aided courses is followed for the self-financing programmes; university norms for self-financing programmes are strictly followed, including fees.

The two major differences between aided and self-financing programmes are in the amount of seats set apart for management and in fee structure.

While the allotment for aided courses is 50% for merit seats, 20% reservation, 10% community and 20% management; the allotment for self-financing programmes is 30% merit, 20% reservation and 50% management quota seats.

Fee structure

The fee structure is given by the Government. At present the Government has set a tuition fee of Rs.9000/- per semester plus University enrolment fees for self-financing programmes.

Qualifications and Salary of teachers

The qualification of teachers handling self-financing courses is on par with aided programmes with all teachers possessing a Master's Degree and NET/ M.Phil.

Salaries are currently not on par with aided programmes as the College has entered the autonomy mode only in 2014. The attempt now is to arrive at a real estimate of expenses involved for running the self-financing course and balance it with the fees collected from students. However, in spite of following the recommendations of the Government for student fees at Rs 9000/- per student per semester, the College has been able to pay salaries at par with salaries paid to personnel in the private IT sector with work experience of 2-5 years. The policy of the Management is to arrive at a fee structure which would enable the Management to pay teachers in the self-financing stream the same pay scale as aided teachers.

1.2.5 Has the College adopted the Choice Based Credit System (CBCS)? If yes, how many programmes are covered under the system?

All First Degree Programmes (UG) programmes of Kerala University are CBCS system. All 12 UG programmes in the College are in the CBCS mode.

1.2.6 What percentage of programmes offered by the College follows:

- Annual system: NIL
- Semester system: 100%
- Trimester system: NIL

1.2.7 What is the policy of the College to promote inter-disciplinary programmes? Name the programmes and what is the outcome?

The College strongly supports and believes in the concept of inter-disciplinary programmes for making UG and PG programmes more innovative, and research oriented. However, having been granted autonomy in 2014, we have only embarked on the task of identifying the appropriate disciplines and inter-disciplinary programmes which would make our students gain a crucial advantage in the job market and in emerging, cutting-edge fields of knowledge. The recommendation of the Academic council in this regard can be found in section 1.1.4 above.

However, interdisciplinarity has been being practiced at the UG level with teachers from non-parent science departments handling Complementary courses (for e.g., Physics teachers handling the Complementary course in Physics for B.Sc Chemistry students), the teachers from the English and Malayalam departments handling the Creative Writing papers in these languages for the students of the

Bachelor's degree in Journalism, Mass Communication and Video production, etc.

Similarly the Open Courses offered in the fifth semester of UG programmes are strongly interdisciplinary in the sense that these courses offered by the departments are open to the students of all the UG programmes on campus. The Open Courses offered in College are given below:

OPEN COURSES OFFERED IN THE FIFTH SEMESTER OF UG PROGRAMMES

DEPARTMENT	OPEN COURSE
Economics	Human Resource Management
English	Communicative Applications in English
Commerce	Fundamentals of Financial Accounting
Botany & Biotechnology	Food and Dairy Biotechnology
Botany	Horticulture
Chemsitry	Essentials of Chemistry
Mathematics	Operations Research
Physics	Astronomy and Astro Physics
Zoology	Human Health and Sex Education
Journalism	Film Appreciation/Inter Cultural Communication
Physical Education	Health and Fitness Education

The College is committed to creating new innovative, employment guaranteeing inter-disciplinary programmes which fulfill the aspirations of students.

1.3 Curriculum Enrichment

1.3.1 How often is the curriculum of the College reviewed for making it socially relevant and/or job oriented / knowledge intensive and meeting the emerging needs of students and other stakeholders?

The curriculum is reviewed every year by the BoS of all programmes which meets twice a year, and is revised once in three years. Anomalies, if any, are corrected every year. The college is currently involved in a conscious, deliberate, planned effort to make the next revision socially relevant, job oriented and knowledge intensive.

1.3.2 How many new programmes have been introduced at the UG and PG level during the last four years? Mention details.

- *Inter-disciplinary*: NIL
- *Programmes in emerging areas:*
  Though they might not be called emerging areas, the B.Voc courses in Software Development and Tourism & Hospitality Management

are new courses introduced in 2014; these are specially relevant to Kerala, having high job employment prospects in the state (as identified by the NSDC).

- *Self-financing programmes:*
  Self financing programmes in English and Commerce were introduced in 2015.

1.3.3 What are the strategies adopted for revision of the existing programmes? What percentage of courses underwent a major syllabus revision?

As mentioned previously, the College had gone in for a revision of 20% of the syllabus for all programmes in 2014 (the year of being granted autonomy). A major overhaul is due in 2017, where departments have been given the freedom to propose any changes they deem necessary for currently running programmes and to propose new inter-disciplinary/ dual/ twinning programmes in their departments .

1.3.4 What are the value-added courses offered by the College and how does the College ensure that all students have access to them?

The value added courses and training programmes run by the college (including the ones mentioned above) are:

- Additional 8 credits from four optional programmes offered:
  - Talent/ Leadership Development Club Activities
  - Value Education Course
  - Community Services/ Extension Activities/ Outreach Programme
  - Soft Skill Development and Finishing School
- Add-on Courses (open to all students of the College)
  - Certificate Course in Potential Enhancement Training;
  - Certificate Course in the Fundamentals of Computer Application;
  - Certificate Course in Yoga; and
  - Certificate Course in Freshwater Aquarium Maintenance and Management.
  - PG Diploma Course in Teaching in Higher Education (only for PG students);
  - PG Diploma Course in Digital Library Management (only for PG students);
  - Diploma Course in Multimodal Communicative English;
  - Diploma Course in Communicative French;
  - Certificate Course in Communicative Hindi; and
  - Certificate Course in Communicative Tamil.
- UGC supported coaching programmes for the NET examination, for Entry into Service, and Remedial Sessions.

- Business English Certificate (BEC Vantage) programme of Cambridge English (Level B2 of Common European Framework of Reference for Languages; see Cambridge English site for details, and Appendix 1.K for a report). This course is open to all students on campus.
- CLIL (Content and Language Integrated Learning) Module of the TKT (Teaching Knowledge Test) of Cambridge English for PG students of the College; see Cambridge English site for details.
- Civil Services Coaching Programme (open to all students).
- Additional Skill Acquisition Programme (ASAP), Walk with a Scholar Programme (WWS), and the Scholar Support Programme (SSP) of the Higher Education Council of the Govt of Kerala.
- Soft Skill training programmes (Facing the interview, Resume Writing, Stress Management, etc) conducted by corporate houses and Cambridge English.
- Karate Training Programme for Lady students (run by the Women's Cell)
- Sewing classes for Lady students (run by the Women's Cell)

The College ensures that all students on campus have access to these courses by

- Running them on a no-profit-no-loss basis;
- Ensuring a wide range of courses so that all students from all backgrounds have access to courses;
- Informing all students about the courses by sending information about these courses to their official class email IDs.

1.3.5 Has the College introduced any higher order skill development programmes in consonance with the national requirements as outlined by the National Skills Development Corporation and other agencies?

The B.Voc programmes in Software Development and Tourism & Hospitality Management started in 2014, and the M.Voc programmes designed in the same sectors, are very much in consonance with the higher order skill development programmes of the NSDC. Similarly the Vocational courses in the Career-related programmes of Botany & Biotechnology and Journalism, Mass Communication and Video Production, have a strong thrust on higher order skill development.

The Academic Council has taken cognizance of the necessity of higher order skill development courses for students, and has recommended the inclusion of NSDC e-content into the to-be-revised curriculum (see 1.1.4 above)

1.4 Feedback System

1.4.1 Does the College have a formal mechanism to obtain feedback from

students regarding the curriculum and how is it made use of?

The College has a formal online system for registering feedback from students regarding the curriculum. See section 1.1.2 above for the process explanation and the problems faced.

The IQAC has also initiated a review of the curriculum at the end of each semester. This is done through the Faculty Advisor of the class along with a feedback on the teaching-learning done in the semester. See Appendix 1.L for the format.

1.4.2 Does the College elicit feedback on the curriculum from national and international faculty? If yes, specify a few methods adopted to do the same - (conducting webinar, workshop, online forum discussion etc.). Give details of the impact on such feedback.

Detailed feedback on and suggestions to improve the curriculum are given by the external subject experts on the BoS of all programmes. The opinion of national faculty is sought in the online mode. The suggestions of external subject experts and from the industry are given priority and have been implemented.

1.4.3 Specify the mechanism through which alumni, employers, industry experts and community give feedback on curriculum enrichment and the extent to which it is made use of.

Feedback is sought form Alumni informally at the meetings of AMICOS, the Association of Mar Ivanios College Old Students, while parents give their feedback on the curriculum at the Open House sessions with teachers once every semester.

Formal feedback from alumni is taken in the online mode by Amicos and PG students who pass out are asked to review their two year at the College.

1.4.4 What are the quality sustenance and quality enhancement measures undertaken by the institution in ensuring effective development of the curricula?

Quality sustenance and quality enhancement measures to ensure effective development of the curricula include:

- Yearly analysis of the curriculum by the teachers of each department who place their recommendations before the BoS of the department. An internal sub-committee of the BoS comprising senior faculty vets the recommendations before they are placed at the BoS meeting. They are discussed in detail at the BoS meetings and necessary decisions taken regarding changes in the curriculum.
- The external members on the BoS who represent different stakeholders play a key role in providing invaluable inputs into

curriculum design and development. Their recommendations have been accepted almost in toto for the curriculum revision of 2014.

- Quality sustenance in the curriculum is met through feedback on the curriculum from students. Their feedback is taken into account by the faculty when they discuss the curriculum before their recommendations are place before the BoS.
- Feedback from other stakeholders (alumni, industry, parents), both formal and informal, has been given due consideration during the process of curriculum revision.

1.4.5 Any other additional information regarding Curricular Aspects.

The College is very aware of the necessity of need-based improvement and innovations in the curriculum to promote employability and research. The first steps have been taken and the IQAC had documented the recommended process for curriculum revision. It had placed a list of recommendations in 2015, taking into account all the seven criteria, about 75% of which has been implemented. The recommendations of the IQAC can be found in Appendix 1.M.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

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

Mar Ivanios College is fortunate in that it enjoys a high degree of credibility as a college committed to academic excellence built up over more than six decades. Consequently admission to the College is sought after from all over Kerala; this can be seen in the fact that more than 60% of the students who applied for admission to the College in 2016 are from outside Trivandrum district.

The public is also made aware of admission dates through details in prominent newspapers, which refer applicants to the college website. The College website has all details about the fully online admission procedure, including

- Notification regarding admissions to UG and PG Programmes;
- All details regarding admission including application form, College prospectus, and admission regulations as stipulated by the University and the Government of Kerala;
- All details regarding the online admissions process carried out by the College

There is 100% transparency in the admission process as the College follows the admission regulations of the Govt./University scrupulously and meticulously. The Prospectus details the admission procedure, the eligibility criteria for each programme, the quotas for different section and the mode of calculating the index marks for admission for both UG and PG courses. Trial rank lists are first up on the College notice board and on the website, where applicants can check the calculation and point out errors in the calculation or any other mistakes. The final rank list is published both on the College notice board and the website. There is also a dedicated helpline during the admission process. Applicants who are eligible for admission on the basis of marks are specially informed by email and SMS of interview dates. Admission is uncompromisingly based on merit (even for the Community quota), with no scope for complaint, except for management quota (20%) which is Manager's choice as per the rights of a minority institution.

As a final step in ensuring total transparency in the admission process the final list of admitted students is sent to the University on demand for scrutiny.

In fact the College admission process has earned a reputation of being perfect, free from errors and totally in conformity with the rules and regulations of the University and the admission procedures followed by

the College are taken as a model by the University as a reference document for other colleges.

2.1.2 *Explain in detail the process of admission put in place for UG, PG and Ph.D. programmes by the College. Explain the criteria for admission (Ex. (i) merit, (ii) merit with entrance test, (iii) merit, entrance test and interview, (iv) common test conducted by state agencies and national agencies (v) others followed by the College?*

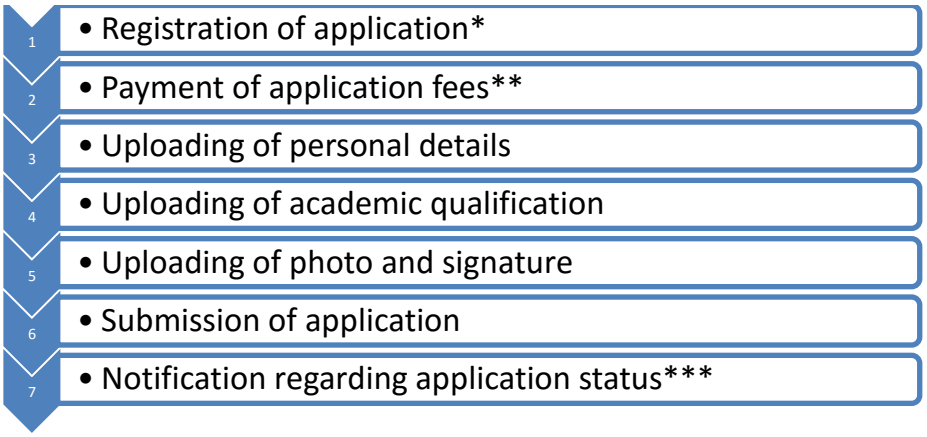
The admission process

The process of applying for admission to both UG and PG programmes is completely automated and paperless, and is only through the Online Admission Portal of College.

The admission process could essentially be represented as:

Once notification is issued regarding the opening of admission, students have access to a detailed prospectus and detailed instructions on how to apply online. Intimation is usually given one or two weeks prior to the publication of the result of the qualifying examination. They can start the application process, pay the application fee and submit the marks of the qualifying examination once it is published.

The online application process has the following steps:



* All categories of applicants (General, Reservation, Sports, Community, Management) have to register and apply through the online admission portal; there are no separate application forms.

** Application fees can be paid in cash at any branch of South Indian Bank, or by cash at any branch of any nationalized bank in India through NEFT payment facilitated by a virtual account

number, and through online payment through a payment gateway which accepts credit and debit card payment, and internet banking from a wide range of banks.

*** Once application closes, students who are eligible can download an Admission Memo or Chance Memo, with which they attend the interview and pay the required admission fees to get admitted.

Once applicants receive an allotment memo, they come to College with their parents, go through an interview with an Interview Board comprising of the Principal, a senior Faculty member and the Class Advisor for a final assessment, and pay the required fees for admission.

The final step in the admission process, the interview in the College, is a carefully synchronized event as it involves verifying the marks entered by the candidates, making them fill in Bio-data forms with undertakings for maintaining discipline and following anti-ragging policies, payment of admission and other fees, and having an interview with the interview board. The entire process is done within the College auditorium for the convenience of applicants and their parents and is aggressively monitored for effectiveness. The efficiency of the process can be gauged from the fact that an average of 130 applicants is admitted on a single day after going through this entire process.

Criteria for admission

The College follows the admission regulations of the parent University, the University of Kerala, including the quota for reservation, community (being a minority institution), sports, persons with disability, etc. Admission to all UG courses, except to the B.A programme in Journalism, Mass Communication and Video Production, and BVoc programmes is based on marks in the qualifying examination, while admission to the B.A (JMC&VP) and B.Voc courses mentioned above is based on marks in the qualifying examination and marks in an Entrance/ Aptitude Test in the 50:50 proportion. The question papers of the Entrance Test are available on the College website.

The College strictly follows the regulations of the University for standardization of marks in the qualifying examination and calculating the Index Mark for admission.

Admission to PG courses are also based exclusively on marks of the qualifying examination, except for the Master's degree programme in Tourism and Travel Management (MTTM). Applicants for admission to this programme are ranked on the basis of marks in the Qualifying Examination (50%), Entrance Test (30%), Group Discussion (10%) and Interview (10%).

Admission to PhD programmes is though the parent University; it is through a Doctoral Committee with the Guide as the Chairperson, and representatives from the University department and other faculty

members. The candidate has to present a synopsis of the proposed project to this committee (either at the University department or on campus) and be able to defend the topic and its feasibility before this committee. Any recommendations made by this Doctoral Committee have to be incorporated into the proposal. Admission to PhD programmes is open twice in the year, in January and July.

Prior to defending their synopses before the Doctoral Committee, the candidate either has to pass the NET examination or the Entrance Exam for PhD admission conducted by the University, and find a Guide willing to supervise them on their topic.

All details regarding the admission process is available in the College Prospectus (Appendix 2.A) and the Instructions for Online Admission (Appendix 2.B for UG admission and 2.C for PG admission) or on the College website.

2.1.3 Does the College have a mechanism to review its admission process and student profiles annually? If yes, what is the outcome of such an analysis and how has it contributed to the improvement of the process?

Mechanism to review the admission process

An Admission Committee chaired by the Principal and coordinated by a senior faculty member with the support of around 20-25 staff has strategic sessions before and after every admission event. These meetings review the previous admission process and initiate steps to rectify the problems and minutely plan the work flow for the day of the admission interview. Feedback from parents, students and staff are taken into consideration while reviewing the admission process. The Prospectus and Instructions for Online Admission are updated every year, after rectifying any anomalies noticed.

As part of autonomy college got the right of admission only in 2014-15 after University had started UG admission process for that year. PG Admission process in 2014-15 and UG admission process in 2015-16 were through print applications, which were downloadable on the website also. The College started the fully online process for admission to PG porgrammes from 2015-16 and for UG programmes from 2016-17 onward. This enabled us to perfect the PG admission process before we attempted the much more complex UG admission process. Thorough review and planning have helped in creating an error-free, transparent system which has won the approval of applicants for its efficiency.

Student profile

A formal analysis of student profiles has not been done, however, we do know that we cater to all sections of society from all parts of Kerala.

At a rough estimate, around 10 % of the students are from the upper middle class, another 50% from the middle class, another 30 % from the lower middle class, and 10% from the lower class.

More than 60% of students admitted to the UG and PG levels in 2016 are from outside Trivandrum district. And around 65% of students currently enrolled are women.

2.1.4 What are the strategies adopted to increase / improve access to students belonging to the following categories

- *SC/ ST/ OBC*

  The College is meticulous in filling the quota for reserved students as stipulated by the University (SC 15%, ST 5%, Community Quota 10%, 20% Management quota and 50% merit). No candidate in the reserved quota has ever been denied admission if they were eligible and seats were available. If ever seats allotted to SC/ST happen to remain vacant, news is given in local dailies informing the public about the same and inviting those interested.

- *Women*

  Kerala, with its high literacy rates for women, has no difficulty in admitting women to the colleges in the state. Women are admitted on merit and according to the rules of admission stipulated by the university; usually around 62% of the students at the UG level are women and around 75-80% of the students at the PG level are women, including in the science subjects.

- *Different categories of persons with disabilities*

  University regulations stipulate that an additional 3% of seats sanctioned for a course can be given to persons with disabilities. The College actively encourages the admission of such students and applicants in this category are always accommodated. During the time of admission this quota is inevitably filled; however a few leave mainly on getting admission to professional colleges. There are around 20 students under this category at the UG level every year; they include students with vision impairment and complete vision loss, orthopedic ailments, hearing impairment and those with cerebral palsy.

  The College and its students have an extremely supporting attitude and these students thrive on campus. All efforts are made to make them feel completely at home, including wheel chair access into all blocks of the college. Gokul S. of the final year English batch, who suffers from total vision loss, is a brilliant debater and speaker, who participated in the University Youth Festival after a stringent selection procedure. He takes all his exams on a computer into

which he types the answers himself (with voice support). An orthopedically challenged student in a wheelchair, Danny Thomas of MTTM, is a budding violinist.

- *Economically weaker sections*

  As mentioned above, economically weaker students from the reserved categories are always accommodated. The Management also has a policy of identifying and admitting a few students every year who belong to their minority community but who do not have the wherewithal to continue with their education.

- *Outstanding achievers in sports and extracurricular activities*

  The Physical Education Department makes a concerted effort to attract the best talent in sports to the College. Specific schools all over Kerala are identified, which have potential champions especially in basketball and athletics, and the staff visit these schools to bring them to college. The Physical Education department keeps tracks of regional selection camps in basketball all over Kerala through the Sports Council, and makes a strong effort to bring school level basketball players from all over Kerala to the College. Similarly, students good in athletics in districts like Wayanad and Idukki, from where most athletes come from, are invited by the Physical Education department to train at the Sports Authority of India LNCPE, Trivandrum; they are later invited to join the college. Boarding and lodging of most these sportspersons are taken care of by the Management.

2.1.5 Furnish the number of students admitted in the College in the last four academic years.

CATEGORIES FOR UG ADMISSION	2012 - 2013		2013 - 2014		2104 - 2015		2015 - 2016	
	M	F	M	F	M	F	M	F
SC	43	44	37	45	58	60	61	50
ST	6	8	10	5	8	8	7	3
OBC	24	53	23	56	44	59	43	70
GENRAL	119	248	131	225	152	253	140	259
OTHERS (OEC)	3	2	3	7	3	5	5	8
TOTAL	195	355	204	338	265	385	256	390
	550		**542**		**650**		**646**	
TOTAL %	**35.5**	**64.5**	**37.6**	**62.4**	**40.8**	**59.2**	**39.6**	**60.4**

The figures reveal that for UG admission there has always been a higher percentage of Female students than Male students, with an average of 61.6% being Female students across the four years.

CATEGORIES FOR PG ADMISSION	2012-2013		2013-2014		2104-2015		2015-2016	
	M	F	M	F	M	F	M	F
SC	4	12	11	15	6	14	5	9
ST	3	--	--	3	--	3	--	1
OBC	5	6	3	15	10	21	5	20
GENERAL	21	78	21	66	13	68	24	71
OTHERS (OEC)	--	--	--	1	1	5	--	5
TOTAL	33	96	35	100	30	111	34	106
	129		**135**		**141**		**140**	
TOTAL %	**25.6**	**74.4**	**25.9**	**74.1**	**21.3**	**78.7**	**24.3**	**75.7**

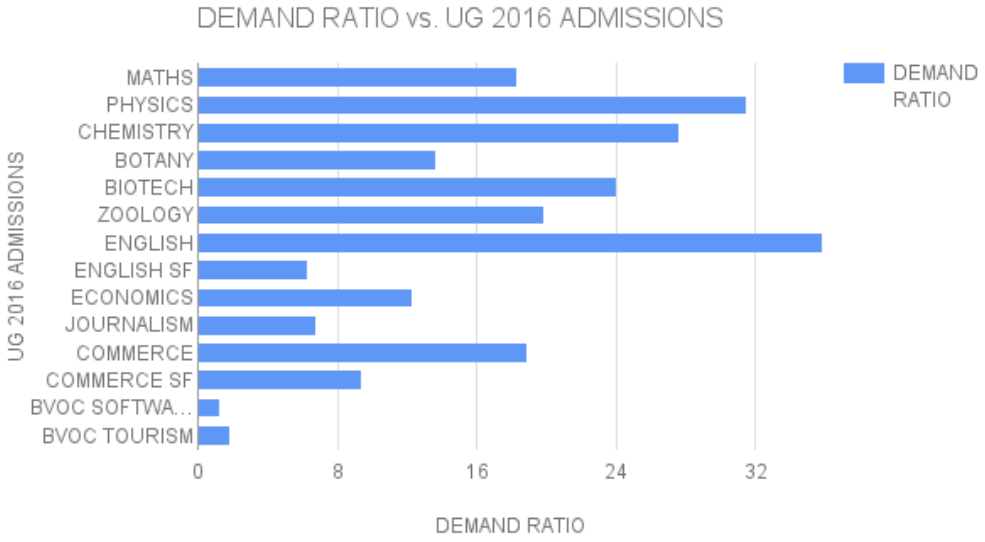
There is still higher percentage of female students at the PG level with an average percentage of 75.7% across the four years.

CATEGORIES (UG+PG)	2012 - 2013		2013 - 2014		2104 - 2015		2015 - 2016	
	M	F	M	F	M	F	M	F
SC	47	56	48	60	64	74	66	59
ST	9	8	10	8	8	11	7	4
OBC	29	59	26	71	54	80	48	90
GENRAL	140	326	152	291	165	321	164	330
OTHERS (OEC)	3	2	3	8	4	10	5	13
TOTAL	228	451	239	438	295	496	290	496
	679		**677**		**791**		**786**	
TOTAL %	**33.6**	**66.4**	**35.3**	**64.7**	**37.3**	**62.7**	**36.9**	**63.1**

The average percentage of female students in college across the four years is 64.2%

2.1.6 *Has the College conducted any analysis of demand ratio for the various programmes offered by the College? If so, indicate significant trends explaining the reasons for increase / decrease.*

UG ADMISSION		APPLICATIONS	STUDENTS	DEMAND RATIO
MATHEMATICS	2015	1263	60	21.05
	2016	1097	60	18.28
PHYSICS	2015	1652	56	29.5
	2016	1731	55	31.47
CHEMISTRY	2015	1672	56	29.86
	2016	1517	55	27.58
BOTANY	2015	756	54	14
	2016	723	53	13.64
BIOTECHNOLOGY	2015	569	30	18.97
	2016	696	29	24
ZOOLOGY	2015	902	54	16.70
	2016	1055	53	19.91
ENGLISH	2015	1901	53	35.87
	2016	1864	52	35.85
ENGLISH SF	2015	299	65	4.6
	2016	439	70	6.27
ECONOMICS	2015	924	77	12
	2016	860	70	12.29
JOURNALISM	2015	502	39	12.87
	2016	565	39	14.49
COMMERCE	2015	1509	77	19.60
	2016	1325	70	18.93
COMMERCE SF	2015	347	72	4.82
	2016	659	70	9.41
BVOC SOFTWARE	2015	113	50	2.26
	2016	63	50	1.26
BVOC TOURISM	2015	160	53	3.02
	2016	93	50	1.86



Demand ratio is the APPLICANTS to STUDENTS ratio.

Demand ratio was available for only two years as the College got Autonomy only in 2014; it was not possible to know the demand ratio before that as it was a centrally managed admission process by the University

The demand ratio for 2016 is a clear indication of the general trend in admission at the UG level: the B.A English programme is most in demand in 2016, followed by Physics, Chemistry, Biotechnology, Zoology, Commerce and Maths in that order. It is generally perceived that English and Commerce are the most in-demand courses; however the data shows that the sciences generally are doing well in their demand ratios. There has also been a general trend in the last two years towards greater demand for science subjects, which is very evident in the figure above.

When the two years under consideration are compared, the significant increase in demand has been for Physics and Biotechnolgy, with English maintaining the highest demand ratio persistently.

It is not possible to arrive at any explanation for the rise or fall in demand ratio as the data is insufficient for this purpose.

PG ADMISSION		APPLICATIONS	STUDENTS	DEMAND RATIO
MATHS	2015	152	20	7.6
	2016	154	20	7.7

PHYSICS	2015	247	12	20.6
	2016	250	12	20.8
CHEMISTRY	2015	212	16	13.3
	2016	219	16	13.69
ZOOLOGY	2015	147	13	11.31
	2016	161	13	12.38
ENGLISH	2015	274	25	10.96
	2016	291	25	11.64
MALAYALAM	2015	33	14	2.4
	2016	37	14	2.64
COMMERCE	2015	165	20	8.25
	2016	181	20	9.1
TOURISM	2015	13	12	1.1
	2016	21	12	1.75

At the PG level, the Master's degree programme in Physics has the highest demand ration with 20.6 applicants competing for one seat; followed by Chemistry, Zoology and English in that order.

2.1.7 Was there an instance of the College discontinuing a programme during last four years? If yes, indicate the reasons.

There has never been any case of a course being discontinued.

2.2 Catering to Student Diversity

2.2.1 Does the College organize orientation / induction programme for freshers? If yes, give details of the duration of programme, issues covered, experts involved and mechanism for using the feedback in subsequent years.

Yes, orientation programmes for freshers are mandatory and are included in the Academic Calendar of the College. The general policy is to have one orientation session for parents and students, another for all students together, and the third, a department level orientation programme. Expert resource persons are invited to handle these sessions, and usually topics are allotted to them after due consultation.

The Keynote speaker for the general session for both parents and

students in 2016 was handled by Dr Martin Payyappally, a reputed psychologist and motivational speaker, who spoke on "The Role and Responsibility of Parents in Bringing up Children".

This year we had simultaneous sessions for students of different batches clubbed together on the same set of topics. The topics given were: Personality Development, Students' Learning and Behaviour, Values, Interpersonal Relationship and Use of Social Media. The same topics were given to all the resource persons; the resource persons were: Dr Martin Payyapally, Dr Angelo Mathew (Associate Professor, Loyola College of Social Sciences, Trivandrum), Dr Jibi Geevarghese (Associate Professor, Mar Theophilos Training College, Trivandrum), and Mr Raju Mathew, Chief Sub-Editor, *Malayala Manorama*).

The third level of orientation was held in all departments, where students were introduced to their subject, with career prospects highlighted. These sessions were handled either by the faculty of the department or external experts. The details of the second and third sessions can be found at Appendix 2.D.

Apart from the above, BA (JMC&VP) has special bridge course for 2-3 days in which classes are handled by eminent resource persons from the field. In 2015 classes were handled by Dr. Subhashkuttan (HoD, Dept. of Journalism, Univ. of Kerala), Dr. M.S.Harikumar (Dept. of Journalism, Univ. of Kerala), Mr. S. Biju (Asianet), Mr. C. Gouridasan Nair (The Hindu) and Dr. George Mathew (Dept. of English). In 2016 classes were handled by Prof. M. Vijayakumar (Rtd Prof, Dept of Journalism, Univ. of Kerala), Dr. Subhashkuttan (HoD, Dept. of Journalism, Univ. of Kerala) and Mr. Achu P. Chandra (Visual Media expert).

2.2.2 Does the College have a mechanism through which the "differential requirements of student population" are analyzed after admission and before the commencement of classes? If so, how are the key issues identified and addressed?

Yes, differential requirements have been customized at our specific request into the admission software of the college. The keys issues identified by the IQAC for this were: Index Marks for admission, marks for English, subject marks and Quota of the applicant (Merit/ Community/ Reserved/ Sports/ Differently-abled/ Management). These criteria were identified as it was felt that these were the criteria that would provide a plausible classification and help teachers to provide necessary support to the weaker students. Once class Roll Numbers are generated by the system, a report for each class is generated in which the students are ranked according to the index mark, with the additional information. This list is given to the Faculty Advisor (Class Teacher) to help them identify weaker students and plan for necessary support with

the help of their Course Coordinators. This list is available in the Semester File of all Faculty Advisors and the Course File of all Course Coordinators (see Appendix 2E for sample differential analysis)

2.2.3 *Does the College provide bridge /Remedial /add - on courses? If yes, how are they structured into the time table? Give details of the courses offered, department-wise/faculty-wise?*

Bridge courses

Formal bridge courses are not conducted in College, where an attempt is made to identify students (through diagnosic tests), who would have a subject knowledge deficiency to tackle the programme on admission to the higher level programme and to design a course for them. However, steps have been initiated to remedy this lacuna.

The Orientation session given to all first semester students in their department could be seen as a kind of bridge course, where learning expectations are set for students. Some departments turn these orientations into bridge sessions. The Journalism department, for example, conducted a 2-3 days long bridge course for freshers with five external experts.

Again, Faculty Advisors are instructed to look at the Differential Analysis Chart given to them to identify weaker students, informally identify the weaker students on a personal basis, and to pair them with bright students or make them part of a small mixed ability group of 5-6 students who would help each other and seek the help of a teacher if needed. This practice is successful to a certain extent.

Each Course Coordinator (or a teacher teaching the course) has also been instructed to ensure that the students are given an introduction to the course, where they are informed of necessary previous knowledge and skills necessary to do the course, and introduced slowly into the course.

Remedial courses

Remedial courses are also conducted both formally and informally. One formal session is the UGC supported remedial classes for SC/ST/ OBC(non creamly layer) and minority students. Coaching sessions were held for both UG and PG students in the period 2014-6.

149 UG students took the remedial coaching. 71 of these took the end semester supplementary examinations and 67 of them cleared the examination. 6 teachers engaged classes for 49 hours for these students, and 10 tests were conducted for them.

Similarly 52 PG students enjoyed the benefit of the coaching; 10 of them took the end semester supplementary examination and 9 of them

cleared the examination. 6 teachers took classes for 47 hours and 15 tests were conducted.

However, UGC funds have not been forthcoming in the last year in spite of sending audited utilization certificates and it would be difficult to continue with the programme as it is. Free remedial coaching by teachers for these students continues.

A second level of formal remedial sessions is the students who benefit from the Scholar Support Programme of the New Initiatives of the Higher Education Department of the Govt of Kerala. This is a programme funded by the State government and has been running very efficeintly for the last three years. 150 students of the college benefited from this remedial programme in 2015-16 (50 each from each year of the UG programme), 110 students benefited in 2014-15 (from the first and second year batches), and 50 students of the first year benefited in 2013-14. Teachers from the college and experts from outside handled these sessions. A brief status report of the programme can be found at Appendix 2.F.

A third semi-formal session comes from the instructions given to all Faculty Advisors to do remedial sessions for all students who appear for the supplementary examinations, especially those who have failed in the previous attempt. This is done by most departments.

The informal level consists in teachers identifying and helping weak students who need their help on a particular topic, or those who seek their help. This is a regular activity which is done usually outside class hours but inside the campus and at the convenience of the faculty member and the students.

2.2.4 Has the College conducted a study on the incremental academic growth of different categories of students; - student from disadvantaged sections of society, economically disadvantaged, physically challenged and slow learners etc.? If yes, give details on how the study has helped the College to improve the performance of these students.

The College does not currently have the facility to track the incremental academic growth of students from economically disadvantaged sections of society, the physically challenged or slow learners. However, steps have been initiated to track the incremental academic growth of all students in all classes. The IMS of the college has been customized to retrieve the marks scored by all students across all the semesters in college. This information will be available shortly to all teachers and should enable them and the Faculty Advisor of the class to keep track of the incremental growth of all students.

Even otherwise, the Faculty Advisor, who is in charge of a class for all the three years of the UG programme and the two years of the PG

programme, is fully aware of and closely monitors the progress of each student in class. There is an Open House every semester after the internal tests, where teachers interact with the parents of students in the presence of students. Parents are given specific feedback on the progress or otherwise of their wards, not only by the Faculty Advisor, but by all the teachers handling classes for them. This has a palpable impact on the performance of students not only in academics but also in encouraging positive behaviourial changes in them.

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

Advanced learners are formally identified through the marks they score in the internal and end semester exams, and less formally identified through their attentiveness in class, their interest in their subject, their English language skills, etc.

A formal mechanism which responds to their learning needs is the Walk with a Scholar Progamme of the Higher Education Department. While the Scholar Support Programme mentioned earlier focuses on the weaker student, the Walk with a Scholar programme, as suggested by the title, is a programme where a teacher mentors a group of advanced and motivated learners, taking them beyond the curriculum and guiding them in their career choices.

A teacher, who mentors them in the skill of learning independently throughout the year, is assigned 6 students of different UG batches. The faculty member has the freedom to introduce experiential modes of learning through field trips and visits to academic institutes nearby.

The programme was extremely well-received by the participants and attendance was high for all the sessions with the external mentors, who took sessions on Saturdays. For a brief report, see Appendix 2.G.

On a more informal level, advanced learners are invariably given responsible duties and tasks to perform. They would usually be made team leaders of constituted small learning groups within the class and would invariably take sessions on topics outside the syllabus assigned by the teacher. Such peer/ shadow teaching sessions are highly motivating for advanced learners who revel in the challenge; this is regular practice in most classes.

Advanced students at the PG level are asked to present papers at national seminars and the response has been very positive, with not less than 5% of the students presenting papers at national conferences.

At the UG level advanced students are also supported to take competitive examinations for admission to national institutes. This has resulted in around 30-50 students in all batches together getting

admission in national institutes like the NITs, IITs, Central universities every year.

While INFLIBNET is currently open to all students, advanced learners were identified and given training in open access e-publishing. Access to research databases in various on-line sources was taught to advanced learners who shared this knowledge with their class.

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

As mentioned in section 2.1.4 above the College has traditionally taken the full allocation of an additional 3% of seats for students in the differently-abled category as stipulated by the University. Currently there are 20 students on campus in this category and include students with vision impairment and complete vision loss, orthopedic ailments, hearing impairment and those with cerebral palsy. They are provided all facilities to integrate with the student community and cared for very specially by the Faculty Advisor and the students of their class.

2.3 The Teaching-Learning Process

2.3.1 *How does the College plan and organize the teaching, learning and evaluation schedules? (Academic Calendar, Teaching Plan, Evaluation Blueprint, etc)*

Teaching-learning and evaluation are planned centrally at the macro-level with the College Management and the Academic Council deciding the schedule for the important academic events common to the whole college, like the start and end dates of the semester, the dates of the internal and end semester examinations (ESE), the dates for submitting assignments, etc.

At the macro level, evaluation is planned through the Academic Council which decides the modes of internal and ESE. The current decision is to have a full internal test in the mode of the ESE, along with assignments for the UG programme, and two shortened internal tests (of 2 hours duration instead of 3 hours) and assignments and seminars for PG programmes. The Examination Reforms Committee examines the efficiency of all modes of evaluation and suggests alternate modes of evaluation if necessary, which are presented to the Academic Council for necessary action. BoS of all programmes have the freedom to decide the types of questions for both internal tests and ESEs.

Planning at the macro-level for teaching-learning and evaluation is also done by the BoS which deliberates on the curriculum and the most effective modes for the transaction of the curriculum and prepares model question papers for each course which are blueprints for

evaluation as they specify the topic areas the questions have to be chosen from for each question type, and the difficulty levels for the various question types. The syllabus, the question paper pattern and the model question paper are available on the College website and in each department. These are also shared with the students at the beginning of each semester.

At the micro level, teaching and learning are planned at department-level meetings, where Coordinators are assigned to each course and the topics for each course are allotted to each teacher of the course (if there are more than one teachers for a course). Course Committee meetings are held before the start of the semester and before the internal test. These committees decide the topics for the assignments/ seminars, plan the topics to be covered before and after the internal tests, decide on curriculum enrichment strategies for the course, and frame the learning outcome for the course in detail and the question paper for the course in order to fulfill the specified learning outcomes. They also ascertain that the course schedule is being followed and vet the quality of the internal question paper. The guidelines for the functioning of Course Committees have been created by the IQAC and shared with all teachers. These guidelines are also available on the IQAC website and can be accessed from Appendix 2.H.

In addition to the formal scheduled evaluation modes, there are informal assessments like quizzes, open book tests, unannounced tests, minute tests, etc.

Planning and organizing the teaching-learning and evaluation schedule is done essentially through the Academic Calendar (macro level) and the Teaching Plan/ Course Schedule (micro level).

- *The Academic Calendar*

  The Academic Calendar is prepared prior to the start of the academic year and includes the important dates relating to organizing teaching-learning and evaluation, like the start and end dates of the semester, the dates of the orientation/ induction sessions, the dates for allotting topics for seminar and assignments, the dates for submitting the assignments/ seminars, the dates of the internal tests, the dates for uploading of CA marks, the dates of the Open House, the dates of the End Semester Examinations, etc. To ensure compliance of the Academic Calendar, it is shared by email to all faculty members; it is also given to the Class Representatives of every class and a copy is kept in the Course File of all Course Coordinators. A soft copy of the Academic Calendar is also mailed to the official class email IDs of all classes and a copy is also accessible to students on signing into the Student Login of the College IMS. The Academic Calendar is also accessible on the

College Website and in the College Handbook. The Academic Calendar for PG S3 and for UG S1, UG S3 and UG S5 (running semesters; the even-semester calendars are ready but are awaiting the approval of the Academic Council) can be accessed from Appendix 2.I.a, 2.I.b and 2.I.c.

- *The Teaching Plan/ Course Schedule*

  At both the UG and PG levels it is common for more than one teacher to take a course (paper). Because of this practice, the College does not have teaching plans for individual teachers, but has course schedules for every course. This teaching plan/ course schedule shows the topic areas to be covered by every teacher teaching the course, the topics intended to be covered by each teacher during each month, the topics intended for the internal test(s), etc. This is shared with the students at the beginning of the seminar (see Appendix 2.J for a sample Teaching Plan)

2.3.2 *Does the College provide course outlines and course schedules prior to the commencement of the academic session? If yes, how is the effectiveness of the process ensured?*

Yes. The Academic Calendar is shared with the staff and the following documents are shared with the students at the commencement of the semester:

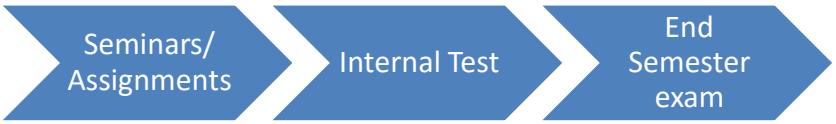
- Academic Calendar;
- Teaching Plan/ Course Schedule; and
- Syllabus, question paper pattern for internal and ESE, model question paper, previous question papers for each course.

Modes of ensuring the effectiveness of the Academic Calendar

Compliance with the Academic Calendar is ensured through the following processes:

- The Academic Calendar is made a public document everybody access to by putting it up on the College website and sharing it with the staff and students of the College. This ensures a certain degree of accountability in the stakeholders to ensure its compliance.
- The College Level Monitoring Committee (CLMC) and the Department Level Monitoring Committee (DLMC) monitor the events mentioned in the Calendar.
- Faculty Advisors are entrusted with the responsibility of conducting the Open House sessions (PTA sessions) according to the schedule in the Calendar.

i. Specific dates are fixed for the conduct of all Continuous Assessment modules. The timeline for the main events are as below:



Since all CA marks have to be entered into the College IMS, the system has been set to ensure a certain degree of compliance. The marks for seminars and assignments (which have to be completed before the internal test) are to be uploaded within a week from the last day of the internal test. Similarly the marks for the internal tests are to be uploaded one week before the ESE. These marks cannot be entered into the system after the due dates (with a certain degree of flexibility for unforeseen events), which are given in the Academic Calendar. Instructions for carrying out these processes have been prepared by the IQAC and shared with the teachers; they are available on the IQAC website or can be accessed from Appendix 2.K.

Modes of ensuring the effectiveness of the Teaching Plan/ Course Schedule

- The Teaching Plan/ Course Schedule is shared with the students at the beginning of the semester. This helps with compliance.
- It is the responsibility of the Course Coordinator and the Course Committee to ensure that the plan is followed.
- To help with this, the system of having Course Files has been started. The Course File is a File kept by every Course Coordinator. The following documents have to be filed in the Course File: assignment topics, curriculum enrichment strategies, syllabus with learning outcomes, course schedules, academic calendar, and details of remedial classes. This gives the Course Coordinator the responsibility of ensuring the effectiveness of the Course Schedule. For list of documents to be filed in the Course File, see Appendix 2.L.

Course Committee meetings are held twice in every semester to create the documents for the Course File and to ensure that the Course Schedule is followed. Guidelines for the conduct of Course Committee Meetings have been prepared by the IQAC and shared with all Faculty Advisors. The IQAC distributed the files and registers for documenting the minutes of all Course Committee meetings. See section 2.3.1 above to see the link to the guideless for Course Committees; they can also be found on the IQAC website.

2.3.3 *What are the courses, which predominantly follow the lecture method? Apart from classroom interactions, what are the other methods of*

learning experiences provided to students?

The lecture method is predominantly followed in most classes. One reason for this is the size of the classroom, with UG science classes having an average strength of 50 students, which goes up to 70 and seventy in Economics, English (self-financing) and Commerce. Other learning experiences provided to students inside the classroom include:

- Seminars, which are mandatory for PG students;
- Assignments; one seminar per course is mandatory for every student at the PG and UG levels;
- Projects/ dissertations are mandatory at both UG and PG levels. UG students have to do a group project on a topic of their choice (agreed upon in consultation with a supervisor) and produce a dissertation of 25 pages, while PG students have to work individually and produce a dissertation of 50 pages.
- Laboratory work and experiential learning is mandatory for science batches, for the journalism and Biotechnology programmes and the B.Voc programmes.
- Other learning experiences provided on a regular basis in most classes are discussions and debates, quizzes, peer/ shadow teaching (by students), role plays, etc.

Outside classroom learning experiences provided to students include

- Field trips and visits to research institutions and institutions of higher learning in around Trivandrum like the Vikram Sarabhai Space Centre, Liquid Propulsion Systems Centre under the ISRO (the College has very strong bonds with these institutions), Indian Institute of Space Science and Technology (an autonomous institute under the Ministry of Space, Govt of India, with which the College has a very strong bond because the first batch of students had their lab sessions in Physics and Chemistry in College before they established a proper campus for themselves), the CSIR National Institute of Interdisciplinary Science and Technology (NIIST), Jawaharlal Nehru Tropical Botanic Garden and Research Institute, Indian Institute of Science Education and Research, Centre for Development Studies, etc. Visits by faculty from these institutes are common on campus and students are taken to these institutes to attend seminars, lectures and conferences on a regular basis.
- The Zoology students visited the Central Marine Fisheries Institute in 2013, 2014 and 2015; the Muthanga Wildlife sanctuary in 2013, the Parambikulam and Eravikulam National parks, Chinnar Wildlife Sanctuary, the Athirapuzha and Vazhahal reserve forests, the Marayoor sandalwood forest, the Pozhiyoor estuary region etc in 2014, 15 ;
- Students from Depts. Of Physics and Chemistry during 2014-15 and

2015-16 visited Nuclear Power Reactor in Kudankulam, Tamilnadu.

- Students from Dept. of Journalism visit All India Radio and TV channel stations
- Hands-on training was given to students who took the Open course on Vermiculture and Apiculture;
- The Botany department took up mushroom cultivation, with training given to local residents in 2013;
- Internship with subject related institutions for the students of Commerce (MCom), BVoc (Tourism), BVoc (Software Development), Journalism and Tourism;
- Compulsory study tours and factory visits for science and BVoc students and a mandatory all India tour for students of the Master's programme in Tourism and Travel Management.
- Participation and presentation of papers in seminars/ conferences conducted by institutions.

2.3.4 How is 'learning' made more student-centric? Give a list of participatory learning activities adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating life-long learning and knowledge management.

Student-centric learning at Mar Ivanios College rests on two principles: 'learning through doing' and 'learning how to learn'. Both these strategies result in the holistic development of the student in terms of developing cognitive, affective and psychomotor skills. This results in improved student learning as well as nurturing life-long skills like team and interpersonal skills, time and stress management skills, language and computer skills, etc. The following are some of the platforms to develop these skills:

- Formal modes within the curriculum (with marks/ grades): Assignments, seminars, individual and group projects, study tours, industry visits, internship, experiential learning in laboratories, doing MOOCs (the P.G students of the Dept of Tourism have to do a MOOC as their assignment);
- Producing a group dissertation of 25 pages at the UG level and an individual dissertation of 50 pages at the PG level.
- Informal modes within the curriculum: peer teaching, paper presentation in seminars, film and documentary making, publication of college newspaper (*Netra*; Dept of Journalism), literary journal (*Imprint*; Dept of English); student-published subject journals and books (Economic Review, Commerce Review, *Z for Apple*); exhitions, poster displays, etc
- Informal modes outside the curriculum: Organizing conferences, events (both curricular and extracurricular), participation in extension activities and environmental programmes, etc

- Attending lectures by invites subject experts, participating in conferences and seminars, doing online and distance education courses (in Academic Writing, Creative Writing, Basic Functional English, etc), add-on courses, etc.
- Students of ASAP teach English and soft skills to first year degree students in other colleges;
- 30 years of DBT was celebrated with a Colloquium by Dr. Achuth Shankar S. Nair (HoD, Dept. of Computational Biology and Bioinformatics, University of Kerala), Prof. Ramachandran Nair, Former Chairman, KSCSTE, Dr.Radhakrishnan R (Scientist E1, RGCB, Trivandrum) in 2016.
- PG students of science programmes take classes for school students as part of the Science Facilitation Centre.

2.3.5 What is the College policy on inviting experts / people of eminence to provide lectures / seminars for students?

The College has a policy which insists on all departments inviting experts and people of eminence to deliver lectures and conduct seminars for students. Funds are allotted to departments at the beginning of the academic year to conduct such programmes. All departments conduct these lectures/ seminars. This is in addition to the international, national and state level conferences conducted by the departments. Resource persons from these sessions often stay on for more informal discussion and teaching sessions with students. See below for list.

INVITED LECTURE/ SEMINARS*

DEPT	TOPIC	RESOURCE PERSONS	
Botany	One day Seminar on "Biodiversity of Ferns"	Dr. Antony Raju of TBGRI	2014
	One day seminar on "Application of Biotechnology in Medicine and Agriculture"	Dr. Swapna T.S of University College, Trivandrum	2014
	One day Seminar on "Application of Nano Bio-Technology in Biological Sciences"	Ms Vidya Vilas of Department of Physics, Mar Ivanios College	2015
	Invited lecture	Dr. C. Jayakumar, Senior Research Officer, Ayurveda Research Institute, Poojappura	2016
Malayalam	Modern Malayalam Grammar	Dr.C.R. Prasad , Professor, Kerala University	2014
	Ancient Malayalam Literature	Dr. P. Sethunath, Professor(Rtd.)	2014
	New Perspectives On Malayalam Grammar	Prof. B. Ramachandran Pillai (Rtd.)	2014
	Workshop on Practical Grammar	Prof. B. Ramachandran Pillai (Rtd.)	2105

	Comparative Literature and Translation	Dr. Abraham Joseph, Associate Professor & Writer	2014
	Practical Grammar & Medieval Literature	Dr.C.R. Prasad , Professor, Kerala University	2015
	Talk on Script Writing	Dr. C. G. Rajendra Babu, Professor & Script Writer	2015
	Talk on Modern Literature	Dr. C. G. Rajendra Babu, Professor & Script Writer	2015
	Linguistics	Prof. B. Ramachandran Pillai (Rtd.)	2015
	Practice in Viva-Voce	Prof. B. Ramachandran Pillai (Rtd.)	2015
	Film Studies	Dr. Domenic J. Kattoor (Expert on Film Studies)	2016
Zoology	Invited lecture on Scope of Biological science as a career	Dr. E. Vijayan (ICMR Emeritus Scientist)	2012
	Invited lecture on the art of scientific investigation	Dr. SrinivasaGopala (Scientist F, SCTIMST)	2013
	Talk on Hormone disruptive agents in nature.	Dr. Sunny Francis, retired Principal, Govt. College, Attingal	2014
	Public lecture on "Cancer Prevention and Treatment)	Prof. Glorian C. Sorenson (Professor in society, Human Development and health, Harvard school of public health) and Dr. Angelo Paradiso (Director of Experimental Medical Oncology, NCRC Bari. Italy	2014
	National Science Day celebration talk	Dr. Abraham Samuel (Asso. Professor, CMS College, Kottayam)	2105
	Invited talk on Ayurvedic lifestyle	Dr. Gopakumar, (Govt. Ayurveda College, Trivandrum)	2105
	Invited lecture on challenges of Biodiversity of Western Ghats	Asso. Prof. E. Kunhikrishnan, University College, Trivandrum	2105
	Cancer awareness programme	Dr. D. Babu Paul (Former Chief Secretary, Govt. of Kerala)	2105
	Invited lecture on environmental degradation of India	Rev. Dr. Sunny (Principal, Sr. Hr. Secondary school, UP)	2105
	Zoology Association Inauguration talk	Dr. B. A. Daniel (Co-Chair of South Asia invertebrate specialist group of IUCN)	2105
	National Science Day Celebration talks by	Dr.Dinesh Roy (Genetica) and Mr.Ratheesh G.B. (Senior Scientific Assistant,Medical College)	2016
	Talk on IPR – National science day celebration	Mr.Shaffek, Scientific Officer(IPR), KSCSTE	2016

	Talk on vermicomposting and its prospects	Mr.Manoj S (Asst.Director, Dept.of Agriculture, Kazhakkoottam)	2016
Bio-technology	Invited talk on the topic Stem Cells and Bioengineered Tissues	Dr. Sunny Luke, Program Director of IISAC	2014
	Talk on the topic Stem Cells and Bioengineered Tissues	Dr. Sunny Luke, Program Director of IISAC	2014
	Invited talk on the topic 'Development of fungus resistant transgenic rice'	Dr. Jasmine Shaw	2015
Chemistry	"Polymers in space application"	Dr. C. Gouri, Scientist, VSSC	2014
	Workshop on Microscale experiments in Chemistry	Dr. Murugan of ST Hindu College, Nagercoil	2014
	Invited Talk on Application of Chemistry in solving crime	Dr. C. Justin Dhanraj	2014
	Invited Talk on Supramolecular Chemistry	Dr. A. Ajayaghosh	2015
	Invited Lecture on Overview of Information Technology	Sri. S. Manoharan Nair	2015
English	Literary Theory: Introduction	Dr Meena T Pillai, Institute of English, Kerala University	2012, 2013
	Children's Literature	Ms S Khyrunissa	2102
Journalism	Role of media in strengthening legislature	Dr. Mary George, Economic and legislature expert. Mr. Sunnykutty Abraham, Senior Journalist	2015
Physics	ISRO- Space mission (Mars (Manglyan) Mission	Dr.P Radhakrishnan, VSSC	2015
	Gravitational waves	Dr.Archana Pai, IISER, Trivandrum	2016
	Astrophysics	Dr.George Varghese; Director KSCSTE	2016
	Non-linear optics	Dr.Pramod Gopinath, IIST Trivandrum	2016
	Quantum Mechanics	Dr.Blesson Thomas, CMS College, Kottayam	2016
Computer Science	Invited talk on Geo Informatics	Mr. T Radhakrishnan, IIITM-Kerala	2016
	Workshop on IEEE	Dr. Alex P James, Nazarbayev University, Kazakhstan	2016
Commerce	Invited Talk on Research Methodology	Dr.S.Kevin	2014
	Invited Talk on Article writing	Dr,B.Vijayachandran	2014

	and Literature Review	Pillai	
	Invited Talk on Higher Education Scenario of Commerce graduates	Mr.Rajiv	2015
	Invited Talk on Career Opportunities for Commerce students	Dr.Gabriel Simon Thattil	2016

**This list is only indicative; for a more detailed list, see section 3.1.6 below.*

In addition to these formal lectures, the Department of English has created a more informal but highly innovative lecture series called "Connecting Careers". This is a practice whereby old students of the College who are in various professions and places come and meet the current final year students and talk to them about how they reached where they are now. It is a highly interactive and motivating series which started in 2014 for students of the English department, but which has been extended to the whole college in 2016. This programme is one of the Best Practices of the College and is detailed in section 7.3.1.5 below.

2.3.6 *What are the latest technologies and facilities used by the faculty for effective teaching? Ex: Virtual laboratories, e-learning, open educational resources, mobile education, etc.*

Following are some of the latest technologies used by the faculty for effective teaching:

- Regular use of PowerPoint presentations; 15 classrooms have projectors as permanent fixtures;
- The entire collected is a Wi-Fi zone with high speed connectivity.
- Free internet access and free printing services are provided to all teachers (at the computer centre);
- All departments have smart boards;
- A moodle platform has been set up; teachers have just begun using it;
- MOOCs are prescribed for study
- INFLIBNET N List resources are available for teachers and students;
- A few teachers have their own websites which manage all the knowledge created by them, has provision for student feedback on classes, online testing and assignment submission (https://sites.google.com/site/profmarygeorge/profile; gmmic.weebly.com)
- Use of mobile app Hello English to teach spoken English.
- Use of Whatsapp to teach the pronunciation of English words.

2.3.7 *Is there a provision for the services of counselors / mentors/ advisors*

for each class or group of students for academic, personal and psycho-socio guidance? If yes, give details of the process and the number of students who have benefitted.

Academic mentoring

- Academic mentoring is given to selected students from all UG programmes through the Walk with a Scholar and Student Support Programmes of the Higher Education Council, Govt of Kerala. 100 students from each year of the UG programme (300 students) benefit from both these programmes. These students have group and individual sessions with both internal and external mentors on a regular basis with a stipulated number of sessions. Each of the internal mentors has to have 15 mandatory sessions with their group.
- Academic mentoring is provided to those students who join the UGC supported remedial classes.
- There is also academic and psycho-social mentoring provided by a group of volunteer teachers on campus who are assigned groups of students at the beginning of the academic year. They maintain a case file of all the students in their group, meet them on a regular schedule and diligently support them when they need help.
- The Faculty Advisor is the single-point contact for all the students in a class when they need academic and personal mentoring. The FA also arranges academic mentoring sessions for students with other faculty members when they need this help. One of the strengths of the College is the very strong teacher-student relationship on campus. This is facilitated to a considerable extent by the FA.

Personal and psycho-social mentoring

- There are two professionally qualified, well experienced counsellors on campus appointed under UGC XII Plan scheme of Counselling Services; both of them are postgraduates in Psychology with ample experience in the field of counselling. Their services are given great importance and utilized to the maximum; they have separate cabins allotted to them in the administrative floor. These counsellors visit all classes in every semester and talk on a range of topics such as psychological well-being, how to avoid stress and anxiety, etc. They also have personal sessions with all PG students on campus who visit them at least once a year. Closer attention and counseling is given to all students who are identified with need. They have gained the confidence of the student community and students are happy to approach them when they need any kind of help. Not less than 75 students get personal help from the counsellor in 2014-15, when we had only one full-time counsellor,

while not less than 300 students have got personal psycho-social guidance in 2015-16.

- Faculty advisors and teachers are often called upon to give psycho-social counselling. The lady teachers on campus are a source of great support and help to the girl students on campus who are a majority. This will be vouchsafed by any girl student on campus.

2.3.8 *Are there any innovative teaching approaches/methods/ practices adopted/put to use by the faculty during the last four years? If yes, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?*

Methods of teaching which are not lecture oriented could be seen as innovative methods. All the student-centric and technology aided teaching-learning methods identified in earlier sections could be seen as innovative teaching methods. Some of the major innovations are given below:

DEPARTMENT	DESCRIPTION	BENEFICIERY	YEAR
Botany	A one day field trip to Jawaharlal Nehru Tropical and Botanical Research Institute, Palode	UG students	Every year
	A study tour to Munnar was conducted as part of the curriculum	Final UG	2015
	Seminar on Bonsai was conducted on 17th August 2015 by Sri Raveendran, the organiser of Nikki Bonsai museum, Trivandrum	All UG students	2015
	Workshop on flower arrangement was organized on 19th August 2015 by Mr. Sabu, well-known florist of Thiruvananthapuram.	All UG students	2015
	Exhibition of posters and panels regarding Biodiversity conservation in Collaboration with Kerala State Biodiversity Board, Thiruvanthapuram	Whole college	2016
	Know your plants (Daily display of selected local plants)	All Botany and Zoology students	Since 2013
	Water quality analysis sponsored by CCDU(Communication and Capacity Development Unit, Govt of Kerala)	All UG students	2012
Journalism	Debates and Quiz by Third Eye, a forum for Journalism students; every Thursday at 1.30 pm.	All UG batches	2013-
	Surveys among students of the college to elicit response of the community on various social issues like usage of social media and early marriage among youth. The survey findings were published as	All UG batches	2012-15

	news items in *'Netra'* journals.		
	Visit to various media organisations such as AIR and Asianet News	2 UG batches	2013-14
	Magazines in manuscript format published as tribute to A.P.J.Abdul Kalam and legendary Malayalam poet, O N V Kurup as part of Magazine Journalism Course	2 UG batches	2015-16
	Student participation as organisers in delegate cell and media cells of International Film Festival of Kerala, National Games, Kerala, 'Behind the Lines, Between the Lines-Documentary Fest, Viswa Malayala Mahotsavam, International Book Festivals organised by D C Books etc.	All batches	2012-
Malayalam	Observed Reading Week	College	2014
	Conducted a programme Madhuram Malayalam in association with Mathrubhoomi Daily	All UG batches	2014
	Peer Teaching	I MA	2014, 2015
	Demo of the Performing arts related to the Curriculum	UG & PG	2015,2016
	Staging Drama on Specialised topics on the Syllabus	II MA	2015, 2016
	Analysis of Script Writing by Showing Films & videos	B.Com. & JMC&VP	2014, 2015, 2016
Physics	Expert classes by faculties from National Institutes on special topics	UG, PG & PhD	2011-2016
	Organizing Seminars & Colloquium by the department	UG,PG & PhD	2011-2016
	Celebrated International Year of Crystallography in 2014 with series of lectures on crystallography	UG & PG	2014
	Celebrated International year of of Light by conducting lectures and demontrations	UG & PG	2015
Chemistry	Field trips to NIIST, Trivandrum, Travancore Titanium Products, Trivandrum, Nuclear Plant, Koodankulam	UG batches	2015
Zoology	National Science Day celebration	All batches	2014
	Demonstration of snake catching by Vava Suresh, the famous herpetologist	All batches	2014
	All Kerala Intercollegiate Quiz Competition in connection with Wildlife week celebrations	College	2014
	Blood group Identification camp In association with NSS unit	College	2014
	Cancer awareness programme	All UG batches	2014
	Training on Apiculture (Beekeeping)	Final Zoology	2014

	Training on vermicomposting maintenance	UG students of Zoology	2015
	World Ozone day celebration: Inter departmental poster competition and exhibition	College	2015
	Microteaching	Zoology UG S2 and S4	2105
	Summer Training Programme under DBT Star programme	UG students of Zoology, Botany and Biotechnology	2105
	National Science Day Celebration		2016
	IvanoSciFest 2K16: Science Exhibition for School students and Public ; supported by VSSC; IIST; Agricultural Uty, Vellayani; Kerala SasthraSahithyaParishad, Kerala State Soil Testing Lab, Tvm.	Arts & Science Departments of the College; school students	2015
Biotechnology	A two day training session on microbiology and plant tissue culturing	S2 and S4 UG students	2015
English	IGNOU Certificate in Teaching of English completed	PG students	2013-
	Online tests	PG and UG students	2014-
	Films on all major texts	PG and UG students	2011-
Computer Science	One day industrial visit at FAB Lab	UG students	2016
Commerce	Environmental Problem Destination Visit and survey	I Semester B.Com	2016
	Entrepreneurship Development Training Programmes and Industrial Visit	III Semester B.Com	2014, 2015
	SPSS Training for PG students	II M.Com	2015
	UGC NET Orientation and Coaching	II M.Com	2013-15
	Internship Programme for PG students in various banks, SSUs, Industries to study the activities there	II M.Com	2016

Innovative methods have always had an impact on learning in terms of getting students to learn through doing, which is perhaps the best way of learning. It also had a high impact on motivating the students and helping them see topics from different perspectives. Methods for assessing the impact were informal. All such innovations are highlighted at staff meetings and teachers are encouraged to apply any innovative method which will fulfill the learning outcomes of the cours.

2.3.9 How does the College create a culture of instilling and nurturing creativity and scientific temper among the learners?

This is done by:

- Making students do project work;
- Taking them for field trips and on visits to institution of research and learning;
- Helping them write papers for seminars and conferences;
- Instilling in them the excitement of doing experiments in the labs;
- Encouraging them to debate and brainstorm crucial knowledge insights in their discipline;
- Making them do case studies relevant to their discipline;
- Making them organize and conduct science exhibitions;
- Encouraging them to participate vigorously in all arts and cultural programmes on campus.
- Encourage student publications related to their disciplines; *Netra*, the news journal of the Department of Journalism, *Imprint*, the literary journal of the English department, have been fixtures in college for the last 4 years. Issues of these journals are available on the college website.

2.3.10 Does the College consider student projects a mandatory part of the learning programme? If so, for how many programmes is it made mandatory?

Yes. It is mandatory for all UG and PG courses.

- *Number of projects executed within the College*

  Not less than 100 UG group projects and not less than 120 individual PG projects are done every year. The College would have produced not less than 1100 projects in the last five years. This does not include the PhD dissertation produced in College.

- *Names of external institutions associated with the College for student project work*

  - The Zoology department collaborated with the Sree Chitra Tirunal Institute for Medical Science and Technology for a study on Alzheimer's disease as part of its PG S4 projects; with the Airports Authority of India to study bird – aircraft conflict in 2016, with Genetica for molecular biology studies as part of PG project;
  - The Physics department collaborated with BSNL, NIIST and KSCSTE for its projects;
  - The Chemistry department collaborated with the IIST, NIIST, CESS etc
  - The Economics department collaborated with the Gulati Institute of Finance and Taxation, Trivandrum for its projects;
  - The Journalism department collaborated with Asianet News.

- *Role of the faculty in facilitating such projects*

All such collaborations are generated through the goodwill teachers from the college have with these premier institutions. All of them are facilitated by Teachers.

2.3.11 *What efforts are made to facilitate the faculty in learning / handling computer-aided teaching/ learning materials? What are the facilities available in the College for such efforts?*

- Computer aided teaching-learning materials include
  - PowerPoint presentations by teachers and students;
  - Materials used during Smart Board presentations and materials generated during such use;
  - Use of digital resources through the library;
  - Use of software in teaching and research;
  - Use of online resources
- All departments have at least one Smart Class with a Smart Board. Training to use this technology is given as and when needed by the teachers; two sessions have been conducted so far.
- Ceiling-mounted projectors are available in class rooms in all departments. Teachers regularly use this facility. Classes for their use were taken by Dr K.S Mathew, Intel Training Expert, as and when needed. Hands-on training sessions are always available at the Computer Centre.
- The library conducts awareness programmes on various open learning resources, and training sessions to digital resources especially the resources available through Inflibnet N-list and DELNET ProQuest. The Research Committee also provides necessary training to research candidates.
- Classes were held for teachers in the use of SPSS software; it was coordinated by the ICT Committee of 2015-16.

2.3.12 *Does the College have a mechanism for evaluation of teachers by the students / alumni? If yes, how is the evaluation used in achieving qualitative improvement in the teaching-learning process?*

- The College has a robust mechanism for the evaluation of teachers by students. Evaluation of teachers is done online through the College IMS every year and the data is accessible to the Principal, who reviews the feedback and provides necessary inputs to teachers. The Principal also informs teachers general feedback which can be shared with all teachers at the Staff Meetings. The online feedback format was created by the IQAC. The format of this feedback is available at Appendix 2.M.
- The IQAC has also created an online feedback for teaching-learning in each semester. While evaluation of teachers in done annually the feedback on teaching-learning is done every semester; the format can be seen at Appendix 2.N. While feedback on individual

teachers is confidential and is accessible only to the Principal, the IQAC sends the report of the second feedback on teaching and learning to the Principal.

- There is no feedback by alumni on teachers. However, there is a feedback in which alumni evaluate the college and the department. This is both in manual mode and online mode. The hard copy of the format is given to departments to get the feedback during alumni meets; the department of tourism had an alumni meet in July 2016 when feedback was collected from around 40 alumni who had done their Master's degree programme in Tourism from the College. The format of this feedback is available in Appendix 2.O

2.3.13 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.

Challenges

- Before Autonomy, the major challenges in completing the curriculum within the Academic Calendar was the time lost due to lag in semesters because of late admission schedules, postponement of examinations due to various reasons and various co- and extra-curricular activities on campus. While the University stipulates that there should be 450 teaching hours in a semester (25 hours per week of class for 18 weeks or 90 working days), it was impossible to get 450 teaching hours because often 90 working days were not even available in a semester, and the available days included even examination days. If additional holidays, study leave for students, days taken up for internal tests, co-/ extra-curricular activities, leave taken by faculty (both personal and to attend FDPs) were taken into account, real working hours would be only around 250-350 (56-78%) teaching hours. However, though there were very conscientious teachers who would take compensatory hours, there was no system in place to ensure compliance with the academic calendar.

Institutional approaches to overcome these challenges

- With Autonomy, effort has been put in by Academic Council and the IQAC to ensure that curriculum is transacted effectively within the planned time frame and calendar.
- The quality of the curriculum transaction has been improved through evaluation of teachers by students and the feedback on teaching and learning done in each semester (see previous section). These feedback modes have their own drawbacks and there is constant attempt to simplify the process and ensure its integrity.

- The following steps have been taken to ensure compliance with the Academic Calendar:
  - Autonomy has significantly increased available teaching hours as early admissions have prevented semester lag. Special care is taken to ensure that minimum 90 working days are available in the semester.
  - A detailed Academic Calendar, unique to the College, is prepared and shared with the staff and students (see the college website for the calendar for 2016-17).
  - Attendance marking was changed from marking attendance for days to attendance for real teaching hours. In the pre-Autonomy system, a student was marked absent for half a day if s/he was absent in the morning, and another half-day was lost if s/he was absent for one hour in the afternoon session. This system had no data for real teaching hours for each course/paper and attendance was calculated cumulatively. Consequently internal marks for attendance for all courses (papers) were the same; there was no data available for how many hours the student attended class for each course/ paper.
  - The most significant institutional approach was to change cumulative attendance marking to marking attendance for real teaching hours for each course/ paper.
  - This was enabled through the introduction of attendance marking into the College Management System (CMS)/ College Information Management System (IMS). Conseqently, internal mark for attendance is now given course-wise, based on the number of hours the student attended each course in the semester. Both the teacher and the student can view how many hours were taken for a particular course and how many hours the student attended each course. This has significantly improved attendance in class.
  - This has also brought in greater accountability from teachers as they have become more conscious of the number of real teaching hours taken by them and there is always genuine, sincere effort on their part to ensure they take class for the designated number of hours. A teachers who has one hour per week for a course, knows that s/he is expected to do 18 hours of teaching in that course.
  - Making public the Course Schedule/ Teaching Plan for every course has also considerably helped in ensuring that curriculum transaction is effective and time-bound.
  - The Course File system introduced by the IQAC and the method to upload internal marks through a system-controlled upload schedule are also systemic institutional processes which have considerably helped in ensuring that the curriculum is transacted

according to the timelines mentioned in the Academic Calendar.

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

- For a list of library resources, see section 4.3 below.
- The library is fully automated and students can view the catalogue both inside the library and online.
- Students are given orientation and training sessions on how to use the resources of the library. They are also given access to and training for IFLIBNET reources.

2.3.15 How does the institution continuously monitor, evaluate and report on the quality of teaching, teaching methods used, classroom environments and the effect on student performance.

As explained in earlier sections, the institution continuously monitors, evaluates the quality of teaching and teaching methods used and its effect on student performance through:

- Quality of teaching and teaching methods through:
  - Online evaluation of teachers by students, (see section 2.3.12 above);
  - Online feedback on teaching and learning in each semester (see above)
  - All teachers were also emailed a copy of a format for them to give to students to evaluate themselves. This is for their own personal professional improvement and a few teachers have done this feedback. The format of this feedback is available at Appendix 2.P
  - The Course Coordinator and the Faculty Advisor who constantly assess the teaching-learning.
  - The impact of teaching-learning is assessed through the end semester examination results, the higher degree admissions which students get in national institutions of repute and the kind of employment they take up.
- Classroom environment was evaluated by the IQAC through feedback on infrastructure and facilities available for student. This was done in the manual mode in 2014-15 for all final year batches of that year. The report was shared with the Principal and the Bursar/ Management for necessary action; the format can be accessed from Appendix 2.Q

2.4 Teacher Quality

The quality of any academic institution rests ultimately on the quality of its teachers. Given the reputation the College has earned in the last six decades, the College attracts the best talent available into the teaching profession. The

quality of teachers is evident in the number of research papers published, the conferences/ workshops attended and organized, the feedback given by students and parents. The details of teacher quality are available in the section titled Department Fact File, which is the last item in the Evaluative Report of each department.

2.4.1 What is the faculty strength of the College? How many positions are filled against the sanctioned strength? How many of them are from outside the state?

Faculty Strength of the College:	108 (for 2015-16)
Positions filled against the Sanctioned Strength:	100 (including B.Voc, Self-financing and FDP substitution appointments)
No. of Faculty from outside the State:	3

2.4.2 How are the members of the faculty selected?

- Selection procedure is based on Kerala Service Rules and statutes of Kerala University.
- Vacancies are identified according to the above norms, advertised in minimum three leading newspapers, interviews are conducted following all regulatory norms and approval of appointments is obtained from the parent university.
- Appointments to substantive post are confirmed after satisfactory completion of one year of probation.
- Guest lecturer appointments also strictly follow all regulatory norms.

2.4.3 Furnish details of the faculty (for 2015-16).

HIGHEST QUALIFICATION	PROFESSOR		ASSOCIATE PROFESSOR		ASSISTANT PROFESSOR		TOTAL
PERMANENT							
			M	F	M	F	
Ph.D			20	14	7	11	52
M.Phil			2	4	2	6	14
Master's Degree			2	-	6	12	20
GUEST FACULTY							
Ph.D					1	2	3

M.Phil					1	3	4
Master's Degree					8	10	18

2.4.4 *What percentage of the teachers has completed UGC-CSIR-NET, UGC-NET, and SLET exams? In that, what percentage of teachers has PG as highest qualification?*

Faculty Strength of the College:	112	NA
No of teachers with UGC CSIR NET	19	16.96 %
No of teachers with UGC NET	41	36.61 %
No. of teachers with SLET	12	10.71 %
Total number of teachers with NET/ SLET	65	58.04 %
No. of NET/ SLET faculty with PhD/ M.Phil as highest degree	**31**	**47.69 %**
No. of NET/ SLET faculty with a Master's degree as highest degree	**34**	**52.31%**

2.4.5 *Does the College encourage diversity in its faculty recruitment? Provide the following departments-wise details.*

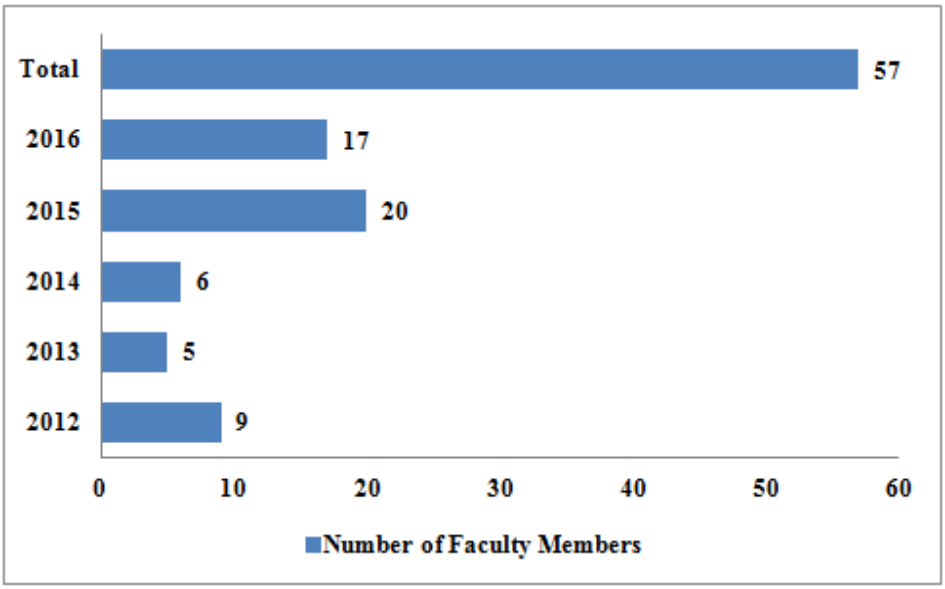
Department	Faculty Strength	% of Faculty who are products of the College	% of Faculty from other Colleges in the State	% of Faculty from other States	% of Faculty from abroad
MATHS (Tot. strength:)	8	38	63	0	0
PHYSICS	10	20	70	10	0
CHEMISTRY	11	55	36	9	0
BOTANY	4	0	100	0	0
BIOTECH	6	50	50	0	0
ZOOLOGY	10	40	60	0	0
ENGLISH	16	75	19	6	0
MALAYALAM	5	0	100	0	0
HINDI	3	0	100	0	0
FRENCH	2	0	100	0	0
SYRIAC	1	0	100	0	0

TAMIL	1	0	100	0	0
JOURNALISM	4	0	100	0	0
ECONOMICS	5	40	60	0	0
COMMERCE	11	45	55	0	0
TOURISM	2	50	50	0	0
B.VOC	10	40	60	0	0
PHYSICAL EDUCATION	3	0	100	0	0

2.4.6 *Does the College have the required number of qualified and competent teachers to handle all the courses for all departments? If not, how do you cope with the requirements? How many faculty members were appointed during the last four years?*

Yes, we have highly qualified, extremely motivated teachers in all the departments in college; they are our biggest asset, and have played a huge role in becoming what we are today. There is no dearth of applicants for even Guest Faculty. For example, for recent Guest Faculty appointments, for 1 vacancy in Computer Science there were 39 applicants out of which 16 had NET qualification. Similarly, there were 16 NET qualified candidates out of 21 applicants for a single FDP vacancy. Consequently we have exceptional teachers even as guest faculty.

The figure below explains the appointments in the last four years:



2.4.7 *How many visiting Professors are on the rolls of the College?*

There are currently one Visiting Professors on the rolls of the College in Physics: Prof Dr V.K. Vaidyan, F Inst P.

2.4.8 *What policies/ systems are in place to recharge teachers? (eg: providing research grants, study leave, nomination to national/ international conferences/Seminars, in-service training, organizing national/international conferences etc.)*

- The College encourages all recharge strategies for teachers with the caveat that teachers should not take such leave for more than one month in a year and they will have the responsibility of ensuring that the required number of teaching hours for the courses they teach is taken.
- Leaves of more than a month need special sanction as substitutes have to be arranged for them.
- Department Heads are given the freedom to allot participation in these recharge strategies fairly to all teachers.

2.4.9 *Give the number of faculty who received awards / recognitions for excellence in teaching at the state, national and international level during the last four years.*

- One faculty member was shortlisted with third rank for UGC Research Award (2014-15);
- One faculty member of the Physics department Dr Jijimon K. Thomas was awarded the Govt. of Kerala FLAIR Research Excellence Award (2015)

2.4.10 *Provide the number of faculty who have undergone staff development programmes during the last four years. (Add any other programme if necessary)*

FACULTY DEVELOPMENT PROGRAMME	NO. OF FACULTY ATTENDED
Refresher courses	10
Orientation courses	15
Summer/ Winter Schools	4
Staff training conducted by the University/ other colleges	6
HRD programmes	3
Staff training conducted by the College	85
UGC FDP	8

2.4.11 *Percentage of the faculty who:*

(The values given below are only estimates; full details are available in the Department Fact File)

- *have been invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies:*20%

- *have participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies*: 90%
- *have teaching experience in other universities / national institutions and others*: 5%
- *have been involved in industrial engagement*: 10%
- *have international experience in teaching*: NIL

2.4.12 How often does the College organize academic development programmes for its faculty, leading to enrichment of teaching-learning process?

- *Curricular development:* Annually
- *Teaching-learning methods:* Annually
- *Examination reforms:* Annually
- *Content/ knowledge management:* Annually
- *Any other (please specify:* NIL

2.4.13 What are the teaching innovations made during the last five years? How are innovations rewarded?

Innovative teaching practices include (see sections 2.3.3 and later for details):

- Group discussion/ brainstorming
- Debates
- Invited lectures
- Team teaching (by teachers)
- Peer/ shadow teaching (by students)
- Visits to research institutes and industry
- Blended learning and flipped classroom techniques
- MOOCs for students
- Add on courses
- Subject related distance courses
- Presentations by students
- Quizzes
- Hands on training
- Walk with a Scholar and Scholar Support Programmes

Innovations are acknowledged at department and college staff meetings.

2.4.14 Does the college have a mechanism to encourage:

- *Mobility of faculty between institutions for teaching?*

  Currently there is no such mechanism

- *Faculty exchange programmes with national and international bodies?*

No. Possibility of faculty exchange programmes with IISSAC (International Institute for Scientific and Academic Collaboration) is being explored

2.5 Evaluation process and reforms

2.5.1 How does the College ensure that all the stakeholders are aware of the evaluation processes that are operative?

Internal Assessment

Internal assessment is through Assignment, Seminars and Internal tests. All UG students have to do one assignment and one internal test in each course (paper), while PG students have to do one assignment, one seminar and two internal tests in each course (paper) in all semesters. Generally, all information relating to the evaluation processes are put up on the website and conveyed to students through their official class email IDs and to teachers to their official email IDs.

Students and Parents

- Details of the examination evaluation process are part of the Academic Regulations and are put up on the college website. This includes the modes and frequency of internal assessment modules, the marks allotted for each, etc.
- Information related to this is also available on the College Handbook.
- The Academic Calendar mentions the dates of all internal and external evaluation processes.
- Copies of the Calendar are shared with all students through Course Coordinators. Soft copies of the calendar are shared with all students through their official class email IDs.

Teachers

- The Academic Calendar is shared with all teachers through their official email ID. This includes the schedule to upload internal marks into the CMS.

End Semester Examinations

Students and Parents

- All details regarding the End Semester Examinations (ESE) are available in the Academic Regulations.
- The Examination schedule is emailed to all classes.
- Students download the Hall ticket from their Student Login page.
- Students can download draft versions of their ESE marks from their Login page.

2.5.2 What are the major evaluation reforms initiated by the College and to

what extent have they been implemented in the College? Cite a few examples which have positively impacted the evaluation management system?

End Semester Examinations

One crucial responsibility in the autonomy mode has been to ensure the integrity and objectivity of the evaluation for the end semester and the internal examinations. Any real or imagined laxity in the integrity of the process would seriously undermine the credibility of the college, undoubtedly inviting a violent backlash from students and society, especially in the context of autonomy being a sensitive political issue in the state. The integrity of the evaluation for the End Semester Examinations is ensured through the following processes.

- The College strictly follows all the regulations of the university regarding the examination processes.
- The Office of the Controller of Examinations has been fully automated and very secure systems put in place for the smooth conduct of the examination. An amount not less than Rs. 50 lakhs has been spent by the management to set up the office of the CoE.
- A retired personnel with very senior administrative position in Kerala university has been roped in to assist the Controller to help ensure the integrity of the processes involved.
- In the first year of autonomy all question papers were set by external faculty and answer papers of all examinations valued only external evaluators. This was unprecedented for an autonomous college and helped to win the trust of stakeholders in the evaluation process.
- In the second year, while ESE question papers continued to be set by external faculty, evaluation of all UG ESE question papers was done by both internal and external faculty members. This wass not double valuation; the papers for any course were split between internal and external evaluators. This is again an innovative strategy ensuring the integrity of the process.
- At the PG level, in the second year of autonomy, double valuation is mandatory and one valuation is done by an internal faculty and another by an external faculty.

Internal assessment

The college currently follows the regulations of the parent university, especially the marks allotted to the different modes for internal assessment. However, each department has the freedom to change question types. For example, the department of English added an oral internal test for the Listening and Speaking course, in addition to the mandated written internal test in 2014.

Examination Reforms

An Examinations Reforms Committee has been entrusted with the task of suggesting possible examination reforms related to both internal assessment and end semester examinations. Their report is awaited.

Innovations in the Evaluation Management system:

The evaluation of the End Semester Examination (ESE) results has been integrated into the CMS; this enables easy automated tabulation of results and generation of marks cards. Students can access and download copies of their marks cards through their Login page and teachers can view the marks of all students through their Login page.

Internal marks are entered into the CMS by teachers as and when they are ready (with cut-off dates mentioned in the Academic Calendar). The Faculty Advisor downloads the consolidated marks card, gets it signed by students and forwards it to the CoE's office.

The ease of use and sophistication of the system is constantly monitored and updated.

2.5.3 *What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?*

Continuous assessment is mandatory at both UG and PG levels. Assignments and tests are set and valued rigorously. The internal test for UG classes is a model test with the pattern and scale of the ESE. At the PG level two internal tests are set.

2.5.4 *What percentage of marks is earmarked for continuous internal assessment? Indicate the mechanisms strategized to ensure rigour of the internal assessment process?*

PERCENTAGE OF MARKS FOR CONTINUOUS EVALUATION							
	CA MARKS					ESE MARKS	%
	A*	B	C	D	TOT		
UG	5	NA	10	5	**20**	**80**	**20 %**
PG	5	5	10	5	**25**	**75**	**25 %**

***** A: Assignment; B: Seminar; C: Test; D: Attendance

Mechanisms to ensure rigour of internal assessment process

- Assignment and seminar topics are given well in advance and according to schedule, giving students adequate time to work on them.
- They are marked with comments on the marks given and students can seek explanation for their marks. Teachers are also aware that

one of the criteria when students evaluate them is whether they have explained the marks given for internal assessment.

- Internal tests are conducted rigorously with the seriousness of an ESE and papers valued and given back to students before their ESE.
- The CMS also has been programmed to ensure compliance with the schedule for internal assessment in the academic calendar.
- Retests are given only to students who represent the college in national or international events. Others, except the final year students, have to take the internal test with the next batch.

2.5.5 Does the College adhere to the declared examination schedules? If not, what measures have been taken to address the delay?

Yes, especially after Autonomy.

2.5.6 What is the average time taken by the College for declaration of examination results? Indicate the mode / media adopted by the College for the publication of examination results e.g., website, SMS, email, etc.

- The average time taken to declare examination results is 45-60 days.
- Examination results are published on the College notice board, class notice boards and on the college website. Systems have been put in place to send the result by email and SMS but it will be put into practice only the after the next ESE.

2.5.7 Does the college have an integrated examination platform for the following processes?

- *Pre-examination processes – Time table generation, OMR, student list generation, invigilators, squads, attendance sheet, online payment gateway, etc.*
  - Time table generation is handled by the Office of the CoE;
  - There are no MCQs for ESEs and hence no OMR sheets;
  - Students lists are generated by the Computer Centre after the admission process is completed and is sent to the CoE's office to change it to examination registration numbers.
  - Invigilators, squads, attendance sheets etc are handled by the CoE's office by deputing selected staff to be in charge of the process.
- *Examination process –Examination material management, logistics.*
  - This is handled by the Office of the CoE.
- *Post examination process – attendance capture, OMR based exam result, auto processing, generic result processing and certification.*
  - Results are tabulated by the Office of the CoE and entered into the CMS, which prepares the marks cards. These are downloaded at the CoE's Office, ratified and distributed to

students through the FA.

2.5.8 Has the College introduced any reforms in its PhD evaluation process?

No. The college currently follows the evaluation process recommended by the University. However, the College conducts internal pre-PhD submissions.

2.5.9 What efforts are made by the College to streamline the operations at the Office of the Controller of Examinations?

Mention any significant efforts which have improved process and functioning of the examination division/section?

- The Office of the Controller of Examinations was set up at an expense of Rs 27 lakhs.
- All infrastructural facilities were put in place for the conduct of all examinations on camputs. These included necessary computer systems, heavy duty printers and scanners, cameras, etc.
- The prime effort was to create systems which would guarantee the integrity and confidentiality of the evaluation process. This was key to societal acceptance for autonomy in private colleges in Kerala.
- Experienced staff were nominated as Controller and Deputy Controller of Examinations. Very experienced retired staff from the University Controller of Examination's office was appointed.
- A pool of question paper setters and evaluators from outside college have been identified.

2.5.10 *What is the mechanism or redressal of grievances with reference to evaluation*?

2.6 Student Performance and Learning Outcomes

2.6.1 Does the College have clearly stated learning outcomes for its programmes? If yes, give details on how the students and staff are made aware of these?

All BoS have been instructed, on the strong recommendation of the IQAC, to frame learning outcomes for their programmes in their curriculum. However, all department BoS have not stated these in their syllabus.

Students and staff become aware of these as the syllabi are shared with all teachers and students at the beginning of each semester.

The IQAC has also strongly recommended that all Course Committee frame objectives and learning outcomes for their course. This is to be filed in the Course Files and shared with students at the beginning of the semester. A sample Syllabus with Learning Outcomes can be seen in Appendix 2.R

2.6.2 *How does the institution monitor and ensure the achievement of learning outcomes?*

Currently there is no specific mechanism to ensure achievement of learning outcomes. However, Course Coordinators have been given the specific responsibility of ensuring that these learning outcomes are achieved through the ESE and internal assessment modules.

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

While there is no specific analysis of the achievement of learning outcomes, questions set for internals and ESE have implicit LOs, which are monitored through the tests conducted. Students are given explanations of the marks given and have a clear idea of the expectations of teachers.

2.6.4 *Give Programme-wise details of the pass percentage and completion rate of students.*

PASS PERCENTAGES OF UG PROGRAMMES					
	2011-12	**2012-13**	**2013-14**	**2014-15**	**2015-16**
B.Sc. Mathematics	90.63	81.96	82.46	70.69	61.54
B.Sc. Physics	79.59	82.61	79.17	83.33	63.63
B.Sc. Chemistry	76.47	73.47	65.22	78.18	60.38
B.Sc. Botany	84.09	76.19	80.39	79.59	60.98
B.Sc. Zoology	75	82.22	80.43	74.47	61.90
B.Sc Biotechnology	68	91.30	86.21	85.19	45.45
B.A. English	51.11	84.62	84.91	87.72	73.08
B.A. Economics	67.65	64.86	72.58	62.69	35.66
B.A. JMCVP	87.80	87.88	83.33	82.05	65.85
B. Com.	65.38	76.32	86.49	84.72	87.14
Total	**74.46**	**78.24**	**80.08**	**78.29**	**61.77**

PASS PERCENTAGES OF PG PROGRAMMES					
	2011-12	**2012-13**	**2013-14**	**2014-15**	**2015-16**
M.Sc. Mathematics	61.11	83.33	70	55	94.44

M.Sc. Physics	76.92	92.31	76.92	92.2	66.67*
M.Sc. Chemistry	80	75	83.33	71.43	81.25
M.Sc. Zoology	100	100	83.33	100	100
M.A. English	73.68	95.24	88.89	95.83	95.83
M.A. Malayalam	NA	NA	NA	63.63	100
M. Com.	85	93.75	90	100	95.45
M.T.A.	100	100	66.67	87.5	58.33*
Total	**80.91**	**90.38**	**81.03**		

*Excluding withheld results

DEPARTMENTS	**UG COMPLETION RATE % ***	
	2015	**2016**
MATHEMATICS	96.7	86.7
PHYSICS	98.2	92.7
CHEMISTRY	100.0	96.4
BOTANY	92.5	77.4
BIOTECHNOLOGY	93.1	84.6
ZOOLOGY	88.7	79.2
ENGLISH	100.0	91.2
ECONOMICS	95.7	100.0
JOURNALISM	100.0	100.0
COMMERCE	100.0	97.2

* COMPLETION RATE is calculated as the percentage of students who wrote their final semester exams from among those who had registered for their first semester exam.

It is not possible to arrive at any interpretation for the completion rate data as the reason for leaving college is usually to join another course (usually medical, engineering or para-medical courses) or to join another college or to join work, with the first reason the most common.

CRITERION III - RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the College have a research committee to monitor and address the issues of research? If yes, what is its composition? Mention a few recommendations which have been implemented and their impact.

Yes the College has constituted a Research, Promotion and Ethics Committee (RPEC). It functions as an advisory body to provide appropriate control and regulation to achieve qualitative research output.

- The RPEC, is chaired by the Principal and consists of the 22 members including the coordinator and Heads of all the six research centers.
- Subject matters which come under the purview of RPEC are: the enrolment of PhD students; coordination and reviewing of research activities of various departments; providing essential laboratory facilities; coordination of extra-mural research projects; augmentation of research laboratory infrastructure; utilization of grants received from national and international government agencies for the promotion of research activities; installation, purchase, up-keep and maintenance of research instruments; issues related to ethical aspects particularly for animal science experiments; updating data base of research scholars; extending existing instrumental facilities to researchers of other institutions; promoting research publications; patenting activities; technology transfer; tie-up and collaborative programmes with other national and international universities and R&D institutes; conduct of research seminars; encouraging PG students to carry out research projects; motivating and enabling faculty members and research scholars to participate in international and national seminars, symposia and workshop; keeping ethics and values in research, etc.
- During the current year the committee has updated all the details regarding the research activities of the college. This database gives the details of the research guides, their areas of specialization, number and details of full time and part-time research scholars, details of fellowships awarded, number of research projects, total amount of financial support received for each projects, details of publications, conferences attended, list of major equipment with their cost, photographs and location where they are installed, research tie up details etc.
- Major Decisions taken during the last year
  - To assist in formulating research priorities and generate funding;
  - To liaise with researchers and research institutions

- To promote the value of community partnership in research
- To help staff kept abreast of current relevant research
- To provide advice and support to researchers
- To promote awareness in control of Auditing in finance, Knowledge, Patenting, Publishing and Technology transfer

- Some of the events carried out during the last two years are:
  - Conduct of one international conference and various national conferences in association with research departments;
  - Arranging several invited lectures of eminent international and national persons;
  - Supporting research guides and scholars, providing infrastructure and other faclilities, administrative support in carrying out research projects etc.
  - The RPEC also helped in promoting patenting activity, technology transfer deals etc.
  - During the last year a state of the art research laboratory for Molecular Biology & Tissue culture was set up.

3.1.2 What is the policy of the College to promote research culture in the College?

Research programmes in the campus are very critical to the institution's exclusivity, accomplishment and sustainability in an increasingly competitive Higher Education scenario. Research is crucial to the quality of our teaching and learning. The policy of the institution regarding research is to

- Nurture strong research leadership and effective research support structures;
- Foster research at each level of academic activity viz undergraduate, postgraduate, research degree, professional and recognized researcher;
- Increase the quantity and quality of our research students;
- Foster a collaborative, outward-looking research culture in all academic disciplines and support and develop both existing and emerging areas of research excellence**.**

3.1.3 List details of prioritized research areas and the areas of expertise available with the College.

Table 3.1: Prioritized Research Areas

Sl. No.	DEPT.	PRIORITIZED RESEARCH AREA
1	Mathematics	Mathematical Economics, Fuzzy Mathematics Optimization, Interdisciplinary Economics, History of Mathematics,Number Theory, Numerical Analysis,

		Differential Equations,Graph Theory,
2.	Physics	Thin film technology, Superconductivity, Infrared transparent materials,Dielectric ceramics, Energy materials, SOFC, Spectroscopy Nanomaterials, Spectroscopy Raman Spectroscopy Nanosynthesis of functional materials.
3.	Chemistry	Bio inorganics chemistry ,Inorganic Chemistry, Polymer-Ceramics Compostes Electro chemistry, Materials Science, Materials Chemistry, Photocatalytic materials, Synthetic organic Chemistry, Combinatorial chemistry
4.	Zoology	Parasitology, Phytopharmacology , Ecology, Earth worm research, Entomology, Aquaculture, Fish Biology, Tumer microenvironment, Tumer immunology (Cancer Biology)
5.	Commerce	Entrepreneurship Development,Tourism
6.	English	Literary theory, ELT, Psycho analytic criticism, Cultural studies, New literatures, Comparative literature, Indian Writing in English, etc

3.1.4 What are the proactive mechanisms adopted by the College to facilitate smooth implementation of research schemes/ projects?

- *Advancing funds for sanctioned projects*

  Advanced funds are provided for setting up infrastructure such as electricity, water supply, free internet and Wi-Fi facilities, administrative support, reprographic facilities etc

- *Providing seed money*

  Seed money is provided for establishing and furnishing research laboratories and administrative requirements.

- *Autonomy to the principal investigator/coordinator for utilizing overhead charges*

  Full autonomy is given to Principal investigators of various research projects in utilizing the project grant for the effective implementation of the project.

- *Timely release of grants*

  The College has initiated steps to start a joint bank account of the Principal investigator and the Principal of the College so that the amount is released immediately after receipt from the funding

agency.

- *Timely auditing*

  During the tenure of the projects the RPEC conducts an evaluation followed by internal and external auditing in time.

- *Submission of utilization certificate to the funding authorities*
  The college administration provides all support for the submission of the audited statement of accounts and utilization certificate to the funding agency immediately after the tenure of the programme.

3.1.5 How is interdisciplinary research promoted?

- *Between/ among different departments of the College and*
  - The college has organized several national and international conferences and seminars with the involvement of research supervisors and scholars from different departments.
  - The central Instrumentation centre facilitates research equipment for different departments involved in independent and interdisciplinary research.
  - Future plans: Investigators from different collaborating departments will be identified for initiating interdisciplinary research work and publishing collaborative research work.

- *Collaboration with national/international institutes / industries*.

  The institution has taken the initiative to establish research tie-ups/collaboration with international/ national organizations and eminent scientists for improving the quality of research. The details of such collaborations are given in Table 3.2 below.

Table 3.2: Research Collaborations

Sl. No.	Name of Faculty	Department	Research Area	Collaborating institute
1.	Dr.R Selwin Joseyphus	Chemistry	Bioinorganic Chemistry, Cancer activity	Dhofar University, Oman Nurul Islam University,Tamil Nadu
2.	Dr.Jijimon K Thomas	Physics	Nanoceramic materials	Indian Space Research Organization (ISRO) Department of Engineering, Ibri College of Technology, Ibri, Sultanate of Oman University of Malaysia Pahang, 26300 Kuantan, Malaysia

3	Dr.Sam Solomon	Physics	Dielectric materials	National Institute of Interdisciplinary Sciences & Technology (CSIR),Trivandrum
4.	Dr.Hubert Joe	Physics	Nonlinear Optical Materials	ISRO, DRDO, BARC and CSIR King Saud University Saudi Arabia and University of Madrid, Spain.
5.	Dr.Leenamma Joseph	Zoology	Entomology	Bharadeedasan University,Tamil Nadu
6.	Dr.Suju C. Joseph	Chemistry	Pharmaceutical chemistry	Dr.Reddy's Laboratories Hyderabad
	Dr.Abraham Joseph	English	Science & Relegion	International Science Religion Centre Cambridge, UK
7.	Dr.Suboj Babykutty	Zoology	Cancer Biology	Post-doctoral research collaboration with Massachusetts General Hospital, Harvard Medical school-USA Started in 2013 October and still continuing

- Department of Physics has started research collaboration with Prof R Jose at the University of Malaysia in the synthesis of dye sensitized solar cells.
- A collaborative research work with Indian Space Research Organization (ISRO) Government of India on the synthesis of a patch antenna material as part of the RESPOND project has been completed successfully. In addition two other projects were also completed successfully on the design and Fabrication of Polymeric Electro-Optic Modulator for Space Technology Applications and Organic and Polymeric Nonlinear Optical Materials relevant to Space Technology.
- Collaborative research projects are also being carried out with the support from DRDO, BARC and CSIR.
- A research tie up has been established between King Saud University Saudi Arabia and University of Madrid, Spain
- Dr.Suboj Babykutty of the Department of Zoology has a Post-doctoral research collaboration with Massachusetts General Hospital, Harvard Medical school; it was started in 2013 October

and is still continuing

- The Department of Chemistry has tie–ups research activities with the scientists at the School of Chemistry, University of Hyderabad and the Tropical and Botanical Garden Research Institute, Palode, Thiruvananthapuram at the national level.
- PG and Research Students/ Faculty were deputed to participate in seminars organized by Gothe Zentrum Germany –Trivandrum chapter and Fulbright Scholars meet at Taj Vivanta for seeking opportunities for PhD/ DAD/ Exchange/ PDF programmes in Europe and USA.
- The following tie up already existing (prior to 2011) have further contributed to the development of research activities:
  - Department of Mathematics has been associated with the Indian Society for History of Mathematics, and other academic bodies.
  - The Mar Ivanios – British Council BEC Training Centre has provided an impetus for research in English Language Learning/Teaching.
  - The Department of Commerce and Tourism and its faculty members are closely associate with University Department of Commerce in its academic and research activities. It also associates with the university ED cell, All India Commerce Association, Accounts Association, IMG and DIC

3.1.6 Enumerate the efforts of the College in attracting researchers of eminence to visit the campus and interact with teachers and students?

A significant number of eminent researchers have visited campus either as individual invitees or as resource persons for national/ international seminars. The individual invitees visited the campus and delivered lectures on different research topics. The researchers also had creative interaction with the students. 42 eminent researchers who visited the campus during the last five years are listed below; they do not include resource persons at national/ international conferences.

	NAME OF VISITING FACULTY	AFFILIATION OF VISITING FACULTY	TOPIC OF CLASSES/SEMINARS CONDUCTED
1	Prof. Dr. Sabu Thomas	Director of International and Inter University Centre for Nanoscience and Nanotechnology, Kottayam	Engineering at the Nanoscale: State of the Art, Challenges and New Opportunities
2	Dr. Nanda-kumar Kalarikkal	International and Inter-University Centre for Nano-science and Nanotechnology, Kottayam	Advanced Nanostructured Materials for Tailored Applications'
3	Dr. Suresh Das	Executive Vice President, Kerala State Council for	Fascinating world of Nanoscience

		Science Technology and Environment (KSCSTE)	
4	Prof. Takashiro AKITSU	Tokyo University of Science Japan	Design and functions of organic/inorganic hybrid materials composed of chiral metal complexes
5	Prof. S. Uthanna	Sri Venkateswara University Tirupathy	Solar Cells
6	Dr. K. J. Thomas	Cambridge University UK	Electrical transport of quantum one dimensional conductors
7	Dr. Jayan Thomas	University of Central Florida USA	Nanotechnology: A fascinating world of teeny tiny, but mighty objects
8	Dr. Pramod Gopinath	Indian Institute of Space Science & Technology, ISRO	Nonlinear Optics
9	Dr Joshy Joseph	National Institute for Interdisciplinary Science and Technology (NIIST), Thiruvananthapuram	Organic and Hybrid Solar Cells: Design Strategies
10	Shri K. Jayakumar IAS	Vice-Chancellor Malayalam University and Former Chief Secretary,	Archbishop Benedict Mar Gregorios memorial lecture
11	Dr. Archana Pai	IISER Trivandrum	Gravitational waves
12	Shri T P Senkunm ar	DGP of Police	Cyber law
13	Dr. Rakesh Kumar Singh	IIST, Trivandrum	Photo-Optical Instrumentation
14	Dr.Jameela Beegum	Institute of English University of Kerala	Diaspora studies
15	Dr.Meena T Pillai	Institute of English University of Kerala	Literary theory
16	Dr.K,.L Sebsatian	Indian Institute of Science Bangalore	Instrumentation techniques -Nanomaterial
17	Dr.Ajaya Ghosh	NIIST CSIR	Analytical tools in nanotechnology
18	Dr.S Kevin	Former PVC Kerala University	Derivative trading
19	Dr.Simon Thattil	Professor, Kerala University	Research Methodology
20	Dr.Vijaya Chandran Pillai	Professor, Calicut University	Review of Literature
21	Prof.Glorien C Sorensen	Dana Farber Cancer Institute France	Cancer prevention & treatment
22	Dr.Angelo Paradiso	Experimental Medical Oncology center NCRC Italy	Cancer prevention
23	Dr. Sunny Luke	Director of IISAC	Stem Cells and Bioengineered Tissues

24	Dr. Jasmine Shaw	Assistant Professor, Central University, Kasargode	Development of fungus resistant transgenic rice'
25	Prof. Rajat Tandon	University of Hyderabad	Elliptic Curve Cryptography
26	Prof. M. Thamban Nair,	IIT, Madras	On Solving Ill-Conditioned Linear Systems
27	Dr. S. Savithri	NIIST	Computer simulation of granular materials using discrete element method
28	Dr. A. Vijayakumar	CUSAT	Network Science
29	Dr. Utpal Manna	ISSER,TVM	Emerging Research and Career Opportunities in Mathematics
30	Prof. A. K. Pani	IIT Bombay	Finite element methods for optimal control problems
31	Prof. Raju George	Professor & HoD Indian Institute of Space Science & Technology, ISRO	Mathematical Modelling of Artificial Satellites and Control law by using Operator Theoretic Approach
32	Prof. A. K. Nanda-kumaran	IISc Bangalore	Exact Controllability and observability ; Variational Approach; Hilbert Uniqueness methods
33	Prof. N. Sukavanam	IIT Roorkee	Optimal control, Regularization method, Fractional order systems
34	Dr. Anil Kumar	BITS-Goa	Computational Algorithms- Practical Sessions
35	Anil Kumar C V	Professor, Indian Institute of Space Science & Technology, ISRO	The Banach Fixed Point Theorem and its Applications
36	Prof. C P Nayar	Kerala University	Budget discussion & Talk
37	Prof. M A Oommen,	Kerala University	Budget discussion & Talk
38	Prof. Mary George	Kerala University	Budget discussion & Talk
39	Dr. R Jose	Faculty of Industrial Science and Technology, University of Malaysia	Nanostructured materials for solar cells
40	Dr Manoj Kumar	Motilal Nehru NIT Allahabad	Adomian decomposition method for solving boundary value problems arising in science and

			engineering
41	Dr. N. Narayanan	IIT, Madras	Discharging method
42	Dr. Lekshmana Gomathy Nayagam	NIIT, Trichy	Clustering based on Incomplete Information

3.1.7 *What percentage of faculty have utilized sabbatical leave for research activities? How has the provision contributed to the research quality and culture of the College?*

Nil. The University/ Government has not yet approved the provision of availing sabbatical leave for faculty members in their affiliated colleges.

However, one of our faculty, Dr. Suboj Babykutty of the Department of Zoology, has taken leave without allowance (LWA) and completed Post-Doctoral studies at MGH Harvard Medical School, USA during 2013-15.

3.1.8 *Provide details of national and international conferences organized by the College highlighting the names of eminent scientists/scholars who participated in these events.*

The college and various departments have organized a good number of conferences; a list of the major conferences conducted in the last three years (2013-16) is given below (one of which was an international conference):

Table 3.3: Major Conferences and Important Resource Persons

YEAR		**NAME OF EVENT** & EMINENT SCIENTISTS/ SCHOLARS WHO PARTICIPATED
2016	**1**	**National Seminar on Advanced Analytical Techniques(NSAST)** **9-11 March 2016** **Department of Chemistry** 1. Dr.K.L Sebastain, IISc Bangalore 2. Dr.Ajaya Gosh Director NIIST CSIR, Trivandrum 3. Dr.Kuruvila Joseph , IIST, ISRO Trivandrum 4. Dr.Prasad, IIT Madras
2015	**2**	**Symposium on Emerging Research and Career Opportunities in Mathematics** **2015** 1. Dr.Utpal Manna,ISSER, TVM 2. Dr . Dharmatti Sheetal ISSER, TVM

		3. Dr . Viji Z. Thomas ISSER, TVM 4. Dr . K. R Arun ISSER, TVM
	3	**Diaspora Studies** **Dec-2015** **Department of English** 1. Dr.Abdul Khader Mangad, Vice Chancellor,Kannur University,Kerala 2. Dr.Preeti Oza, Professor, Bombay University 3. Dr.Joseph Koyippally Central University , Kasaragode 4. Dr.Mini Chandran, IIT Kanpur
	4	**National workshop on Animal Cell culture and Cytogenetics** **14-20 Dec 2015** 1. Dr.Sreenivas G, Scientist SCTIMST(DST) Trivandrum
		National Workshop on Computational Mathematics (IVANO NWCM 2015) 1. Dr.E.Krishnan, University College (Rtd.), Trivandrum 2. Dr.P.S.Sreenivasan, Bharathidasan University.
	5	**NAAC Sponsored two day Workshop on "Towards Formulating Best Classroom Practices in Teaching-Learning and Evaluation" on Sep 10, 11 2015. (micworkshop.weebly.com)** 1. Prof C. Thangamuthu, Former Vice-Chancellor, Bharathidasan University, Coimbatore 2. Prof Sheela Ramachandran , Vice-Chancellor of Avinashilingam University, Coimbatore 3. Rev Dr M. K. George , Former Principal of Loyola College of Social Sciences, Trivandrum. 4. Dr Theresa Susan A, Professor and Head of the Dept of Education, University of Kerala 5. Dr Gabriel Simon Thattil, Professor of Commerce at Kerala University and the IQAC Co-ordinator of the University
2014	**6**	**International Conference on Perspectives of Vibrational Spectroscopy (ICOPVS 2014)** **July 2014** **(Department of Physics)** 1. Prof. Wolfgang Kiefer, University of Würzburg, Germany 2. Prof. James R Durig, University of Missouri-Kansas City, USA 3. Prof. Dr. H M Heise University of Dortmund, Germany 4. Prof. János Mink, University of Pannonia, Hungary 5. Prof. Mark Rozenberg, The Hebrew Uniersity of

		Jerusalem, Jerusalem, Israel 6. Prof. Malgorzata Baranska Jagiellonian University, Poland 7. Prof. Hartwig Schulz, Julius Kühn-Institut (JKI), Germany 8. Prof. James R Cheeseman ,Gaussian Inc.Wallingford, CT ,USA 9. Prof. Hugh Barr,Gloucestershire Hospital NHS foundation Trust, United Kingdom 10. Prof. Prasad L. Polavarapu, Vanderbilt University,USA 11. Prof. Tamitake ITOH, Health Research Institute (HRI),Japan 12. Prof. Tatsuyuki Yamamoto ,Shimane University , Japan 13. Prof. Anna Kudryavtseva, P.N. Lebedev Physical Institute of the Russian Academy of Sciences, Russia 14. Prof. Shu-Lin Zhang, Peking University, China 15. Dr Miroslav Kloz, Vrije Universiteit, Nederland 16. Prof. Ghatu Subhash ,University of Florida,USA 17. Prof. Aleksey Mikhailovich Polubotko,Ioffe Physical-Technical Institute, Russia 18. Prof. Prabhat Verma,Osaka University, Japan 19. Prof. Irena Kostova ,Sofia University, Bulgaria 20. Prof. K P Rajappan Nair, Visiting Scientist, Hannover University, Germany 21. Dr. Svetlana Krylova, Kirensky Institute of Physics, Russia 22. Dr Yuko S Yamamoto, National Institute of Advanced Industrial Science and Technology (AIST),Japan 23. Prof. Wagner A Alves Universidade Federal do Rio de Janeiro - UFRJ Brazil 24. Prof. Poonam Tandon, University of Lucknow,India 25. Dr. Vijayamohanan K Pillai, CSIR-CECRI, Karaikudi, India 26. Dr. Kwan Kim, Seoul National University,Korea 27. Dr. Lucia G Quagliano, Institute for Photonics and Nanotechnologies (IFN), Itlay 28. Dr Reji Philip, Raman Research Institute, Bangalore, India 29. Dr. Carino Ferrante, University of Rome La Sapienza, Italy 30. Dr. Chandrabhas Narayana, Jawaharlal Nehru Centre for Advanced Scientific Research,Bangalore, INDIA 31. Dr Shriganesh Prabhu, TIFR, Mumbai, India 32. Dr. J Tonannavar,Karnatak University, India 33. Prof. S Mohan,Vel Tech University, Chennai 34. Prof. Sushil Kumar Mendiratta, University of Aveiro, Portugal 35. Dr. Samar K Guharay, MITRE,USA

		36. Dr. Nisha Rani Agarwal, Italian Institute of Technology, Italy 37. Prof. Donald McNaughton, Monash University, Australia 38. DR K J Thomas, University College London, London 39. Dr. Ranjan Kumar Singh, Banaras Hindu University, Varanasi, India 40. Prof. Shiv K Sharma, University of Hawaii, USA 41. Prof. Sylvia Turrell,University of Lille 1,France 42. Prof. Peter Gardner ,The University of Manchester, England 43. Dr. Volodymyr Dzhagan, Chemnitz University of Technology, Germany 44. Prof Ruud Kenneth, University of Tromsø , Norway 45. Prof. Alejandro Pedro Ayala, Federal University of Ceará , Brazil 46. Prof Jiming Hu, Wuhan University ,China 47. Prof Prafulla Kumar Jha, Maharaja Sayajirao University of Baroda, India 48. Dr C Murali Krishna,Advanced Centre for Treatment, Research and Education in Cancer, India 49. Dr V Venkataraman, CSIR -CEERI ,Chennai 50. Dr Arun K Gupta ,IRDE-DRDO , Dehradun 51. Dr. Tomohisa Takaya, Gakushuin University ,Japan 52. Prof. V. Ramakrishnan ,IISER, Trivandrum ,I ndia
	7	**National seminar on Green Practices in Chemistry** **Oct 2014** **Department of Chemistry** 1. Dr.K.N.Rajasekharan , Emeritus Professor , Kerala University
	8	**National Workshop on Theater studies** **Dec-2014** **Department of English** 1. Dr.Ashly N P, St.Stephens College, New Delhi 2. Dr.Vinod V Narayanan , Head, School of Drama, Trichur
	10	**National seminar on Research Methodology** **2014** **Department of Commerce** 1. Dr.Simon Thattil, Professor,Kerala University 2. Dr.S Kevin, Former PVC Kerala University 3. Dr.Vijaya Chandran Pillai Professor, Calicut University
	11	**Public Lecture on Cancer Prevention** **Department of Zoology** **Nov-2014**

		1. Prof.Glorien C Sorensen, Dana Farber Cancer Institute, France 2. Dr.Angelo Paradiso, Experimental Medical Oncology centre NCRC, Italy
	12	**Frank Lectures on Science fiction 2014** 1. Prof Frank Rogers, Belgium
	13	**Recent Trends in Pure and Applied Mathematics (IVANO NCPAM 2014)** 1. Prof. M. Thamban Nair, IIT, Madras 2. Dr. Lekshmana Gomathy Nayagam, NIIT , Trichy 3. Dr. Sunny Kuriakose,Secretary KMA & Dean, FISAT, Angamaly 4. Dr. N. Sreedhar,Alagappa University 5. Dr. A R Rajan,Department of Mathematics University of Kerala
2013		**Insight: Addressing the Challenges in Indian Higher Education, UGC Sponsored National Seminar** 1. Rev Fr. Xavier Alphons, Former Principal, Loyola College, Chennai. 2.
	14	**Scientia 2013** **(GM crops in food security)** **Department of Zoology** **Feb 2013** 1. Prof.E D Jemmis, Director IISER, Trivandrum 2. Dr.Narendran M Nair, Mahyaco Maharashtra 3. Dr.Bharat R Chaar, Mahyaco Maharashtra 4. Dr.R Sreekumar, Forensic Lab 5. Dr.Jayaprakash, Scientist, CTCRI(ICAR) Trivandrum
	15	**National seminar on Hydrogen Energy & Advanced Materials** **2013** **Department of Chemistry** 1. Dr.Bipin John, VSSC, ISRO,Trivandrum
	16	**Emerging Trends in Applied Mathematics** **(IVANO NCAM 2013)** 1. Prof.Rajat Tandon, University of Hyderabad 2. Dr. P.B. Vinodkumar, Rajagiri School of Engineering & Technology 3. Dr. S. Savithri, NIIST, 4. Dr. A. Vijayakumar, CUSAT 5. Dr. R. Parvathi, Vellalar College for Women, Erode

	17	**Advanced Level Workshop on Computational Methods for Control Problems 2013** 1. Prof. A. K. Pani, IIT Bombay 2. Prof. Raju George Professor & HoD, IIST, TVM 3. Prof. A. K. Nandakumaran, IISc Bangalore 4. Prof. N. Sukavanam, IIT Roorkee 5. Dr. Anil Kumar, BITS-Goa
	18	**National Seminar on "Research in Commerce: Innovative approaches and Emerging Trends" conducted on 1-2 February 2013, sponsored by Kerala State Higher Education Council.** 1. Mr. Rajeev, GM of TIME Institute. 2. Dr.S.Kevin 3. Dr.Gabriel Simon Thattil, 4. Dr,B.Vijayachandran Pillai
	19	**National Seminar on "Entrepreneurship Development Through Educational Institutions" conducted on 25-26 October 2013 sponsored by UGC.** 1. Mr.P.H Kurian IAS 2. Mr.S.Vinod Kumar 3. Dr.S.Rasia Beegum 4. Dr.E.Raja Justus

3.1.9 Details on the College initiative in transferring/advocating the relative findings of research of the College and elsewhere to the students and the community (lab to land).

- Annual Researchers Day is conducted every year at which the research findings of each researcher are presented/ displayed in the auditorium as paper/ poster presentation. This is open to all the UG, PG and PhD students of the college.
- An *Open Day* is conducted where the research facilities/instruments and findings is explained to all the UG, PG and PhD students of the college.
- The research activities in the Zoology department led to the production of Vermi compost, which is regularly supplied to common public. They also have honey bee keeping and pulse garden.
- The conversion of Eichornia (African weeds) into animal fodder ie. waste material into nutritious feed, is a research activity in the Department of Zoology

3.1.10 Give details on the faculty actively involved in research (Guiding student research, leading research projects, engaged in individual or

collaborative research activity etc.)

- There are a total of 103 research scholars on the rolls during the current year, registered with 33 faculty members in the research centres on campus.
- During the last five years, faculty members have undertaken/ongoing 19 minor projects and 18 major research projects sanctioned by various funding agencies.
- There are 442 research papers published in international and national peer reviewed journals and 250 papers in conference proceedings. A list of faculty members actively involved in research activities are given below (list of books, and chapters in books are excluded):

Table 3.4: List of Faculty Members Actively Involved in Research

	NAME OF RESEARCH GUIDE	SUBJECT	NO. RESEARCH SCHOLARS	NO. OF PUBLICATIONS (INTERNATIONAL)	NO. OF PUBLICATIONS (NAT.CONF.PROC)	NO.OF PROJECTS (MINOR)	NO.OF PROJECTS (MAJOR) Table 3.4:
1	Deepthy Alex	Biotech		3		1	
2	Sajeesh T	Botany		11	4		
3	Bindu Alex	Botany				1	
4	Victoria P K	Botany				1	
5	Abraham George	Chemistry	1				
6	Joseph Mathew	Chemistry	2				
7	Jadu Samuel	Chemistry	1				
8	Suju C Joseph	Chemistry	3	7		1	
9	Selwin Josephius	Chemistry	2	9	5		1
10	Soniamol Joseph	Chemistry		6			
11	James T Joseph	Chemistry		1			
12	Sajith Kurian	Chemistry		7			1
13	Suja Mathai	Chemistry				1	
14	Thomas Philip	Commerce	1				
15	Rajan Varghese	Commerce	2				
16	Thomas Koshy	Commerce	1				
17	Biji James	Commerce	4				
18	Georgi K I	Commerce	9	13			2
19	Regeena Cleetus	Commerce			7		
20	V T Samuel	English	2				
21	Abraham Joseph	English	6				
22	George Mathew	English	2	2	2		
23	Teena Jude Francis				2		
24	Cherian John	English	5				

25	P J Jacob	English		2	3		
26	Shirly Stewart	English		1	2		
27	Reny Skaria	English			2	1	
28	Meenu Jose	English			3	1	
29	Preethamol	English		2	4	1	
30	Rani Alex	English		6	9	1	
31	Resmy Sally Koshy	English		1	1	1	
32	Divya Johnson	English		1	4	1	
33	Sanjeev S R	Journalism		1	1	1	
34	Beenamol	Library Science		2	5		
35	Jolly Jacob	Malayalam	5		7		3
36	Madhukar Mallayya	Maths	6	9			
37	Varghese Abraham	Maths	1	1		1	
38	Mary George	Maths	5	34		1	1
39	T R Sivakumar	Maths	1	6			
40	K.L Anandavally	Maths		2			
41	Annie Abraham	Maths		3		2	
42	Rev.Gigi Thomas	Maths		2			
43	P V Thomas	Physics	1				
44	K Joy	Physics	2	28			2
45	Jijimon K Thomas	Physics	6	62	26		3
46	Hubert Joe	Physics	8	66	95		3
47	Daizy Philip	Physics	7	32			1
48	Annamma John	Physics	3	21	4		
49	Sam Solomon	Physics	3	49	20		1
50	P V Thomas	Physics	1				
51	Georgi P Daniel	Physics		8			
52	V K Vaidyan(Ext Guide)	Physics		3			
53	Shyla Joseph	Physics		2	5		
54	P V George	Zoology	1	4	4		
55	M V John	Zoology	1	3	2		
56	A K Cicilykutty	Zoology	3				
57	Dr.V.S.Josekumar	Zoology	5	3	3		
58	K G Manju	Zoology	3	5		1	
59	Dhanya M V	Zoology		2	2		
60	Suboj Babykutty	Zoology		11			
61	Lija L Raju	Zoology		2	2		
62	Prathibhakumari	Zoology		5			
63	Susan Kurian	Zoology		1	5		
64	Vijayakumaran Nair	Zoology		1			
65	P I Paul	Zoology			1		
66	Leenamma Joseph	Zoology		2	4	1	
67	Meera George	Zoology		1			
68	Jolly Jacob	Malayalam			7		
69	Sanjeev S R	Journalism			1		

70	Anbukala K S	Tamil			4		
71	Neeraja Saji	Hindi			4		
GRAND TOTAL			**103**	**442**	**250**	**18**	**18**

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 for *last four years.*

In the last four years the college has raised ~Rs 116 lakhs as financial support from completed extramural research projects including minor & major projects. In addition the College has provided ~Rs.8 lakhs for research support from PTA account in providing the electricity & water charges, Rs 5 lakhs from the management fund for constructing and renovating research laboratories, and Rs20 lakhs UGC (Plan fund and CPE) and government grants for purchase of equipment for research support. The expenditure is shown in the table below.

Table 3.5: Resource mobilization for research

	EXPENDITURE	APPROX. AMOUNT	HEAD OF ACCOUNT	% OF THE TOTAL BUDGET
1	Electricity & Water Charges	8 lakhs	PTA	5.8
2	Administrative support	0.5 lakhs	PTA	0.3
3	Major Instruments	70 lakhs	Extra-mural research Funds (UGC, DST, KSCSTE, CSIR, DBT etc. University etc.),UGC-CPE Plan fund	51.5
4	Setting up Research labs and other infrastructure	5 lakhs	PTA & Extra-mural research Funds, DST,DBT Management	3.6
5	Furniture	1 lakhs	UGC Grant, PTA & Extra-mural research Funds	0.7
6	Computer & Internet facilities	3.5lakhs	UGC, CPE Extra-mural research Funds	2.5
7	Books & Journals/e-library facilities	2 lakhs	UGC & Extra-mural research Funds	1.4
8.	Manpower (Research scholars)	15 lakhs	From Projects	11.3

9	Consumables	15 lakhs	From Projects	11.3
10	Contingency	10 lakhs	From Projects	7.3
11	Overhead expenses	12 lakhs	From Projects	8.8
12	Travel expenses	14 lakhs	From Projects	8.45

3.2.2 What are the financial provisions made in the College budget for supporting student research projects?

- There is no financial provision in the College budget to support PhD students. PhD students get their stipends from the UGC/ University/ other agencies.
- There is no college funding for UG and PG project, but with guidance from teachers, PG students have got funds for research from KSCSTE.
- However, the college provides funds for the following items for the smooth running of research activities in the campus
  - Construction of a Research wing (Infrastructure facilities)
  - Research laboratory facilities-Construction of labs
  - Electricity & Water charges of all research centres
  - Administrative support
  - Reprographic facilities for all researchers and supervisors.
  - Internet, Wi-Fi facilities
  - Library facilities for books, journals, e-journals, literature survey etc.
  - Analysis of research specimen

3.2.3 Is there a provision in the institution to provide seed money to faculty for research? If so, what percentage of the faculty has received seed money in the last four years?

The college does not provide seed money to faculty for research. It supports research activities by providing sufficient laboratory space for research, furniture, electricity, water, library, Wi-Fi, internet, reprographic facilities required for the researchers. In addition the college also provides as advance the amount of overhead allocation in various research projects to the Principal Investigators for setting up research facilities for the research scholars.

3.2.4 Are there any special efforts made by the College to encourage faculty to file for patents? If so, provide details of patents filed and enumerate the sanctioned patents.

The RPEC is in constant touch with the Patent Information Centre of the Kerala State Council for Science Technology & Environment for giving proper information to the Researchers in promoting Patenting activity.

3.2.5 Provide the details of ongoing research projects of faculty:

There are 12 ongoing Minor Research Projects and 6 ongoing Major Research Projects. The details are given below in Table 3.6

Table 3.6: Details of ongoing Minor and Major Research Projects

MINOR (2011-2016)

NAME OF FACULTY & DEPT	TITLE OF THE PROJECT	FUNDING AGENCY & PERIOD	AMT. IN LAKHS	STATUS
Dr.Suja Mathai Chemistry	Bio electrochemical tensile nanocomposites for orthopedic implants	UGC (2015)	5.00	Ongoing
Dr.Suju C. Joseph (Chemistry)	Synthesis of libraries of Azacarbohydrate and piperidenes	UGC (2015)	5.00	Ongoing
Dr. Leenamma Joseph (Zoology)	Disruption of Reproductive function as a control strategy for O Longicollis, pest of banana using botanical bio pesticides.	UGC (2014)	1.5	Ongoing
Ms. Deepthy Alex (Biotechnology)	Screening of microbes from exotic locales for laccase production. Studies on the enzyme and the application of immobilized laccase on dye degradation	UGC (2016-18)	1.3	Ongoing
Dr. Annie Abraham (Mathematics)	A study on harmonic function	UGC 2016-18	1.60	Ongoing
Dr. Mary George (Mathematics)	Fuzzy Congruence Relation on the Semigroup of Alternatives	UGC 2010-16	1.55	Ongoing
Ms Reny Skaria (English)	An Indian Journey to Multiverse:Alterities,Exotics and Liminal Spaces in the selected works of Vandana Singh	UGC 2014	1.6	Ongoing
Ms Meenu Jose (English)	"Twice Broken Selves of Dalit Women: A Study of the novels of M. Mukundan and P. Sivakami"	UGC 2015	1.6	Ongoing
Ms Preethamol MK (English)	The Beauty and the Beast in the Language of Fiction- A Study on the Select Novels of Herta Muller.	UGC 2015	1.0	Ongoing
Ms Rani Alex (English)	Scope of Developing a Self-Evaluation Tool for Assessment of the Language Competencies for Under Graduate Students.	UGC 2015	2.2	Ongoing

Ms Resmy Sally Koshy (English)	Nature Tales: an Ecocritical Study of Select Works of Children's Literature	UGC 2015	2.1	Ongoing
Mr Sanjeev S.R (Journalism)	A study on the role of media in issues of development and displacement: Focus on National Highway Development Programme of Kerala	UGC 2015	0.82	Ongoing

MAJOR (2011-2016)

NAME OF FACULTY & DEPARTMENT	TITLE OF THE PROJECT	FUNDING AGENCY & PERIOD	AMOUNT IN LAKHS	STATUS
Dr.Sajith Kurian (Chemistry)	Perovskite solar cells for efficient water splitting	DST Fast Track 2016-19	30.00	Ongoing
Dr. Mary George (Mathematics)	A study of matrix and bi-matrix games with fuzzy goals and fuzzy pay-offs	UGC	8.038	Ongoing
Dr.Jijimon K Thomas (Physics)	Development of high quality nanostrucured infrared transparent ceramics- Yttria (Y_2O_3), Yttrium Aluminium garnet ($Y_3Al_5O_{12}$),Yttria-Magnesia (Y_2O_3-MgO) and Magnesium Aluminate Spinel ($Mg_2Al_2O_4$) composites, by a modified combustion method for improved IR Windows and domes.	DST (2014-17)	28.8	Ongoing
Dr. I Hubert Joe (Physics)	Design, Growth, NLO Properties and Spectroscopic Studies of Nonlinear Optical Crystals	DRDO (2015-18)	41.0	Ongoing
Dr. Sam Solomon (Physics)	Development of Energy materials for SOFC applications.	KSCSTE	16.75	Ongoing
Dr. Jolly Jacob (Malayalam)	Impact of visual media on teenagers	UGC	8.74	Ongoing

3.2.6 How many departments of the College have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST; DBT, ICSSR, ICHR, ICPR, etc.) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to such recognition.

- DST-FIST-Four: Physics, Chemistry, Zoology, Mathematics
- Quantum of assistance: Rs. 39 lakhs
- Significant outcomes:
  - New research instruments such as UV-Vis spectrophotometer was installed which helped research scholars and post graduate students for carrying out spectral analysis studies of their samples
  - Established an animal cell culture lab for invited screening of bio activity of drugs.
  - Established a molecular biology lab.
  - Conducted a national workshop on animal cell culture for faculty.
- DBT (Star College): Three departments: Botany, Zoology. Biotechnology)
- Quantum of assistance: Rs.33 lakhs
- Significant outcomes:
  - Modernization of existing Science laboratories
  - Motivating students for higher studies in science
  - Students were selected for integrated PhD courses in IISER
  - Faculty improvement

3.2.7 List details of completed research projects undertaken by the College faculty in the last four years and mention the details of grants received for such projects (funded by Industry/ National/International agencies).

In the last four years the faculty members of the college have completed 7 minor projects and 12 major projects.

Table 3.7: List of Completed Research Projects 2011-16

COMPLETED MINOR PROJECTS (2011-2016)

NAME OF FACULTY & DEPT	TITLE OF THE PROJECT	FUNDING AGENCY & PERIOD	AMT. IN LAKHS	STATUS
Dr.K. G Manju	Potential use of aquatic weeds in bioremediation and fodder synthesis	UGC 2011-14	1.0	Completed
Dr.Varghese Abraham (Mathematics)	A Study on Independence Domination and Covering in Hyper Graphs and Set Valued Graph Labelling	UGC 2009-2011	1.00	Completed
Dr.Annie Abraham (Mathematics)	Study on the Visualization of a Group through Cayley Digraph	UGC 2010-12	0.95	Completed

Dr.Victoria P.K (Botany)	Development of DNA barcode sequences for the accurate identification of widely used medicinal species of genus sida	UGC	1.50	Completed
Shirley Stewart (English)	Evolution of Womanhood in the novels of Malayalam Women writers	UGC	1.05	Completed
Dr. Bindu Alex (Botany)	National Environmental Awareness Campaign	MoEF	1.0	Completed
Ms Divya Johnson (English)	Playing Second Fiddle: Feminism in the Life Writing of First Ladies	UGC	3.00	Completed

COMPLETED MAJOR RESEARCH PROJECTS (2011-2016)

NAME OF FACULTY & DEPT	TITLE OF THE PROJECT	FUNDING AGENCY & PERIOD	AMT IN LAKHS	STATUS
Dr.Selwin Joseyphus (Chemistry)	Studies on Biomedical Applications of Schiff Base Metal Complexes and their Antitumor Activities	CSIR 2012-2015	20.00	Completed
Dr. I Hubert Joe (Physics)	Nonlinear Effects in Optical Fiber Grating for all Optical Applications	CSIR 2013	8.32	Completed
Dr. I Hubert Joe (Physics)	Growth and Vibrational Spectroscopic investigations of Nonlinear Optical Materials	UGC 2009-12	9.74	Completed
Dr. I Hubert Joe,Dr.V S Jayakumar (Physics)	Design and Fabrication of Polymeric Electro-Optic Modulator for Space Technology Applications	ISRO 2008-11	15 .0	Completed
Dr.Daizy Philip (Physics)	Plant mediated synthesis of environmentally benign metal nanoparticles.	KSCSTE 2012-15	15.30	Completed
Dr.Jijimon K Thomas (Physics)	Development of BaMO3 and $REBa_2MO_6$(RE=Y,Sm,Gd,Yb,M=Nb and Sn) as nanoparticles for their applications aselectronic materials, microwave dielectric materials and substrate materials for High	UGC 2009-12	5.65	Completed

	Tc Superconductors			
Dr.Jijimon K Thomas (Physics)	Study on the effect of addition of nano-particles of ceramic oxides on the critical current densities of $YBa_2Cu_3O_{7-\delta}$ superconducting thick film	KSCSTE 2010-13	12.5	Completed
Dr.K.Joy (Physics)	Preparation of Terbium and Erbium doped nano particle Zirconium oxide thin films for photoluminescence applications by sol-gel method and their characterization	KSCSTE 2013	7.75	Completed
Dr. K.Joy (Physics)	Development of metal doped nano crystalline ZrO2 thin films by sol-gel dip coating and RF magnetron sputtering method, for band gap tuning in optical and electronic devices.,	UGC 2009-12	8.25	Completed
Dr. Jolly Jacob (Malayalam)	Relevance and Impact of Cultural Tourism: A study on Kerala	UGC 2009-11	5.63	Completed
Dr. Georgee K I (Commerce)	Effectiveness of EDP ; a case study	UGC 2011	6.41	Completed
Dr. Georgee K I (Commerce)	Responsible Tourism: people's participation as the driving force	UGC 2015	6.74	Completed

Currently there are also 12 ongoing minor projects and 6 ongoing major projects supported by various funding agencies. The total grant received for Minor projects (completed and ongoing together) was Rs.22.45 lakhs. The total grant received for Major Projects was 239.59 lakhs. The complete list of research projects undertaken in the institution is listed in Appendix 3.A.

3.3 Research Facilities

3.3.1 What efforts are made by the College to keep pace with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers?

- Annual maintenance of the research laboratories is done every year. Additional requirements like new electrical and computer ports are installed. Air-conditioning roof ceiling works were also done in

labs. During the last three years the college provided support for renovating 7 research laboratories.

- Major instruments are procured utilizing the funds received from Research projects, CPE funds, UGC Plan funds, management funds and other sources.
- The construction of a separate building for setting up research labs for various departments is in progress.

3.3.2 Does the College have an information resource centre to cater to the needs of researchers? If yes, provide details on the facility.

- Yes. RPEC provide all necessary information related to research to individual research guides and scholars.
- The RPEC has a database of teachers. Newly recruited teachers are given technical support for identifying and drafting research projects. Detailed information on various funding agencies are provided to each research faculty. The RPEC provides help in identifying research problems in thrust areas with the technical help of external experts.
- All researchers have access the following resources:
  - American Institute of Physics
  - Institute of Physics
  - Annual Reviews
  - Royal Society of Chemistry
  - J-STOR
  - Indianjournals.com
  - DELNET ProQuest Management journals and
  - Other free resources

3.3.3 Does the College provide residential facilities (with computer and internet facilities) for research scholars and faculty?

Yes, accommodation is provided for research scholars in the College Hostel. The research labs are Wi-Fi and internet connected. In addition a separate wing in the Central library (Cybrary) for accessing e-journals was established. Faculty and scholars are utilizing the facilities regularly.

3.3.4 Does the College have a specialized research centre/ workstation to address challenges of research programmes? If yes, give details.

Yes. The major challenges are analytical facilities for research samples, maintenance of research instruments, wide range of data collection and getting advanced information from books and journals. We have addressed these challenges to some extent and provided the following facilities in the campus:

- A centralized Instrumentation centre having instrument facilities for

researchers in Physics, Chemistry and Zoology.

- Instrument maintenance facility (on call with the support of RPEC)
- Central library provides internet, thrust area advanced books, journals, e-journals etc.
- Administrative support
- RPEC provides timely help and directions to utilize the instrumentation facilities of various institutes in Trivandrum and in Kerala. The RPEC has already established an understanding with institutes like NIIST (CSIR), NCESS (MoEF), RGCB (DBT), IISER TVM, IIST (ISRO), STIC (CUSAT), University of Kerala Instrumentation facility, CDS etc. for getting assistance for our research scholars.

3.3.5 Does the College have research facilities (centre, etc.) of regional, national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories.

- The institution has set up a Molecular Biology Laboratory of national standards with the support of DBT Star College Scheme. The laboratory provides state-of-the-art experimental research facility for Molecular Biology, Animal Cell culture lab, Microbiology lab. The Animal House established in accordance with the CPCSEA regulation is also one among the unique facilities of the college.
- The Department of Zoology has also established an Earthworm Research Centre where all para-type earthworms of Kerala and Andaman Nicobar islands are protected. The Centre has the credit of identifying 8 new species of Earthworm in the recent past and one new species was named after the college.
- Nanoceramics materials for electronic and functional devices are of crucial importance. We are providing technical support and extending laboratory facilities every year for more than 10 institutes in Kerala. This includes VSSC (ISRO), Hindustan Life care Ltd. Amritha University, Dental College, PhD students from other colleges etc. The processing of nanoceramics and sintering is one of the major facilities in the college. The work carried out in the research laboratories in the department of Physics are of international standards with many internationally reputed publications and achievements.
- There are 16 research laboratories under the 6 research centers in the college, which house several instrumentation facilities of international standards; this includes Spectrophotometers, characterization equipment, interpretation software and other advanced instruments. The quantum of research output is evidenced

from the publications of international standards.

3.4 Research Publications and Awards

3.4.1 *Highlight the major research achievements of the College through the following:*

- *major papers presented in regional, national and international conferences*

  A total of 250 papers were presented in the national & international conferences. The list of publications by the faculty members in regional national and international, conferences is given in Table 3.4 above in section 3.1.10

- *publication per faculty*

  There are 442 publications in international and peer reviewed national journals during 2011-2016. The list of publications by the faculty members in national and international journals is given in Appendix 3.B; there are approximately 5.5 publications per faculty (with current strength of 80 permanent teachers).

- *faculty serving on the editorial boards of national and international journals*

  A few of our faculty members are serving in the editorial board of peer reviewed journals. A list showing the details are given in Table 3.5 below.

  Table 3.5: List of faculty members serving in the editorial board of peer reviewed journals

	NAME OF FACULTY	DEPARTMENT	NAME OF JOURNAL
1	Dr.Daizy Philip	Physics	Spectrochemica Acta
2	Dr.Cherian John	English	Associate Editor: International Journal: Higher Education for the Future.
3.	Dr.Jose Kumar V S (Rtd)	Zoology	Indian Journal of Natural Products and Resources (IJNPR)
4	Dr.Rajeev R R	Computer Science	Research Cell: An International Journal of Engineering Sciences

- *Faculty members on the organization committees of international conferences, recognized by reputed organizations / societies.*

  16 faculty members of the college also served/ are serving as members on the organization committees of international conferences, recognized by reputed organizations / societies. The

details of membership in various organizations during 2011-2016 are listed in Appendix 3.C

3.4.2 Does the College publish research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether it is listed in international database?

The college has initiated the publication of an annual interdisciplinary research journal, The Mar Ivanios College Interdisciplinary Research Journal (Advisory Board: Principal, RPEC members, Dr Suresh Das, Exec. V.P, KSCSTE; Dr Ajaya Ghosh, Director NIIST (CSIR) . The first issue was released last year.

3.4.3 Give details of publications by the faculty:

- *number of papers published in peer reviewed journals (national / international)*

  There are a total of 442 numbers of research papers published by faculty members in peer reviewed journals during the period 2011-2016. List of Publications by the faculty members in national and international peer reviewed journals can be found in Appendix 3.B.

- *Monographs*

  Dr. Abraham Joseph, faculty member of English has published one monograph on Servant of God Archbishop Mar Ivanios.

- *Chapters in Books*

  7 faculty members have contributed chapters in books published by national and international agencies; they contributed chapters in 13 books. The list can be found in Appendix 3.D.

- *Editing/ Publishing Books*

  16 of our faculty members have published 34 books with ISBN; the details can be found in Appendix 3.D.

- *Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*

  Most of our publications are listed in international database such as Scopus, Web of Science etc. The details can be downloaded by individual contributors using their password. A few are shown below

  1. GenBank Submissions: Partial sequences of Cytochrome Oxidase 1 and 18SrRNA genes were submitted to GenBank. (Sample in Appendix 3.E)
  2. In google.academia.edu - 17

- *Citation Index – range / average*

  The citations of the papers published by our faculty lie in the range 30-3587. The average citation is 1800. The details of citation index and h-index of faculty members having major contributions in research are listed in the Table 3.6 below.

Table 3.6: The details of citation index and h-index

	Name of faculty	Department	Citation index	h-index
1	Dr.Daizy Philip	Physics	3587	32
2	Dr.Hubert Joe	Physics	2770	26
3	Dr.Jijimon K Thomas	Physics	614	14
4	Dr.Sam Solomon	Physics	590	14
5	Dr.Annamma John	Physics	272	8
6	Dr. K Joy	Physics	218	8
7	Dr.Suboj Babykutty	Zoology	248	6
8	Dr.Sajith Kuraian	Chemistry	199	8
9	Dr.Selvin Joseyphus	Chemistry	310	8
10	Dr.Suju C Joseph	Chemistry	219	8
11	Dr.Sajeesh T	Botany	68	4
12	Deepthy Alex	Biotechnology	30	3
13	Dr. Rajeev R R	Computer Science	90	5

- *SNIP , SJR & SJC* :

  The faculty members publish their research articles in peer reviewed journals. The SNIP, SJR & SJC obtained for major journals in the year 2015 are shown in Table 3.6 below

Table 3.6: Major Journals in which faculty members published their work and the SNIP, SJR & SJC of 2015 (Only major journals are displayed)

	Name of Journal	**SNIP**	**SJR**	**SJC**
1	Infrared Science & Technology	1.542	0.709	3104
2	International Journal of Applied Ceramic Technology	0.844	0.446	3104
3	Journal of Alloys and Compounds	1.393	1.006	2210
4	Journal of Electro ceramics	0.745	0.557	3104
5	Journal of Materials Science : Materials in Electronics	1.238	0.553	3104
6	Spectrochemica Acta Molecular & Biomolecular Spectroscopy	1.115	0.717	1602
7	Molecular Carcinogenesis	0.912	1.393	1.312
8	Pharmacology	0.725	0.645	3004

9	Clinical Cancer Research	0.926	5.314	2730
10	Oncogen	1.643	4.047	1306
11	Journal of Molecular liquids	0.971	0.670	3104
12	Materials Characterization	1.537	1.267	3104
13	Thin Solid Films	0.942	0.726	2506
14	Journal of Luminescence	1.177	0.813	3104
15	Physica B Condensed Matter	0.828	0.509	3104
16	Chemical Physics Letters	0.717	0.757	1606
17	Applied Optics	1.147	0.898	3107
18	Fiber & Integrated Optics	0.405	0.265	2504
19	Materials Research Bulletin	0.942	0.753	3104
20	Journal of Superconductivity & Novel Magnetism	0.549	0.332	3104
21	Journal of Electronic Materials	0.823	0.609	3104
22	International Journal of Pharmaceutical Sciences	0.422	0140	3002
23	Acta pharmaceutica	0.960	0.485	3004
24	Tetrahedron Letters	0.729	0.782	3002
25	Letters in Organic Chemistry	0.306	0.254	1605
26	Journal of Photochemistry & Photobiology	1.109	0.684	3108
27	Journal of Physical Chemistry C	2.081	1.995	2504
28	Journal of Materials Chemistry A	1.621	2.770	1600
29	Materials Letters	0.985	0.807	3104
30	Bio resource Tech	1.820	2.303	2311
31	Cancer Discovery		5.32	

- *Impact factor – range / average*

  The impact factors of the journals in which our faculty members publish their research work ranges from 0.5 to 19. **The highest impact factor of 19 was for Dr Suboj Babykutty's research article in *Cancer Discovery*.**

- *h-index*

  The h-index ranges from 3 to 32 and is listed in the Table 3.5 above.

3.4.4 Indicate the average number of successful M.Phil. and Ph.D. scholars guided per faculty.

66 research scholars working under the research guides in college were awarded PhD in the last five years. The average number of successful PhD scholars guided per faculty is 2.62 (66/32).

3.4.5 What is the stated policy of the College to check malpractices and misconduct in research?

- The RPEC has the prerogative of checking malpractices and misconduct. This body has the right to recommend cancellation of registration in case malpractice is detected.
- The College has the support of Kerala University Library for using URKUND software for plagiarism check.
- The Central library has proposed the purchase of software for plagiarism check; this will be taken up.

3.4.6 *Does the College promote interdisciplinary research? If yes, how many inter departmental / inter disciplinary research projects have been undertaken and mention the number of departments involved in such an endeavor.*

Yes. The department of Physics and Chemistry conducts collaborative research projects on the synthesis and applications of nanomaterials. The Department of Physics and Zoology has also initiated the studies on Nano scaffoldings for tissue engineering research. The following are the list of interdisciplinary research activities being carried out in the college. The department of Commerce and Tourism, the department of Mathematics and Economics, the department of English and Sociology are the other departments taking part in interdisciplinary research activities. The details are listed in Table 3.7 below:

Table 3.7: Details of interdisciplinary research

	NAME OF FACULTY	DEPART-MENT	INTER-DISCIPLINARY RESEARCH AREA	COLLABO-RATING DEPARTMENT
1.	Dr.Mary George	Maths	Mathematical Economics	Economics
2.	Dr.Cherian John	English	Psycho analytic criticism	Psychology, Sociology and Philosophy
3.	Dr. James T Joseph	Chemistry	Polymer-Ceramic composite	Physics
4.	Dr.Georgee K I	Commerce	Economics, Sociology, Tourism	Tourism
5.	Dr.V S Josekumar	Zoology	Pharmacology & Phytochemistry; Biochemistry	Chemistry
6.	Dr.Sam Solomon	Physics	Nano polymer composite	Chemistry
7.	Dr.Jijimon K Thomas	Physics	Nano magnetic materials	Engineering

3.4.7 *Mention the research awards instituted by the College.*

During the Annual Researchers Day every year, the college honors the researchers for Best Poster award, Best Research Paper presentation, honoring PhD degree awardees, recognizing Research guides etc. Mementos and certificates are given to the proficient scholars during a merit evening function Chaired by an eminent Scientist. More than 100 research scholars of the college participate in the competition every year.

3.4.8 Provide details of

- *research awards received by the faculty*

Table 3.8: Research award received by the faculty

Sl. No.	NAME OF FACULTY	DEPT	NATIONAL OR INTERNATIONAL AWARDS/ POST-DOCTORAL FELLOWSHIPS
1	Ms Teena Jude Francis	English	Best Research Paper Award
2	Dr. Cherian John	English	UGC Post-Doctoral Research Award,
3	Dr.Jolly Jacob	Malayalam	• Post-doctoral Research Award UGC • Kerala State Film Award • Mother Theresa Gold Medal Award 2012 for outstanding performance in Education (National)
4	N. Vipin Chandran	French	French Government Fellowship,
5	Dr. Mary George	Mathematics	Post-doctoral Research Award UGC
6	Dr. Jijimon K. Thomas	Physics	• Fast Track Young Scientist Award DST, • Bharat Shiksh Ratna Award • Diplomatic Battle Award The Institute of Solid State Physics, University of Latvia , Latvia • FLAIR Research Excellence Award Gov. of Kerala,
7	Dr. I Hubert Joe	Physics	Best Poster Award ISCA,
8	Dr. Ms. Daizy Philip	Physics	UGC Post-Doctoral Research Award
9	Dr. Sam Solomon	Physics	UGC Post-Doctoral Research Award, Dr.S.Vasudeva Award.
10	Dr. Suju C Joseph	Chemistry	• Post-Doctoral Fellowships in University of Texas and University of Kansas (USA) • Three Patents
11	Dr. Suja Mathai	Chemistry	Best Paper Award (National), Post-Doctoral Fellowship.
12	Dr. Soniamol Joseph	Chemistry	• Post-Doctoral Fellowship • Best Poster Award (International)
13	Dr. Sajith Kurian	Chemistry	• FAST Track Young Scientist

			Research Award • Member, Indian Academy of Sciences
14	Dr. Lini N.	Botany and Biotechnology	• ICMR Post-doctoral Award • Best Research paper Presentation Award
15	Dr. Manju K.G.	Zoology	Best Research Paper Presentation Award, ISAT
16	Dr. Suboj Baby Kutty	Zoology	Indo-US Post Doctoral Research Fellowship (Harvard Medical School)
17	Dr.P V George (Rtd)	Zoology	American Society
18	Dr. M V John (Rtd)	Zoology	American Society
19	Mr. S.R. Sanjeev	Journalism	• Lion Chevening Scholarship (British Council, U.K.) • DBJ Thomson Foundation, Cardiff, U.K.
20	Dr. Rajeev R R	Computer Science	• EURECA scholarship from European Commission for International Research Visit

- *recognition received by the faculty from reputed professional bodies and agencies*

Table 3.9: Recognition received by faculty

	NAME	DEPT	RECOGNITION
1	Dr. Abraham Joseph	English	Editor, National Games Souvenir
2	Dr. Cherian John	English	Sate Trainer for ASAP Coordinators Government of Kerala &Member ASAP Curriculum committee.
3	Ms. Shirly Stewart	English	State Youth Coordinator of Red Cross Society.
4	Dr.Jolly Jacob	Malayalam	Member Film Censor Board
5	N. Vipin Chandran	French	Group study exchange team member to Sweden; Antarctica Expedition Team Member
6	Dr. K. S. Mathew(Rtd)	Physics	International Judge for Science projects (USA), Ambassador Intel IT Program,
7	Dr. Jijimon K. Thomas	Physics	Reviewer of International Journal
8	Dr. I Hubert Joe	Physics	Sectional Committee Recorder ISCA, Reviewer of International Journal
9	Dr. Ms. Daizy Philip	Physics	Member Editorial Board, *Spectrochimica Acta (Elsevier Journal*) Reviewer of International Journal
10	Dr. Sam	Physics	Reviewer of International Journal

	Solomon		
11	Dr Leenamma Joseph	Zoology	Poster Judge in Malaysia International Biological Symposium. 11- 12 July 2012 at Selangor, Malaysia.

- *State the incentives given to faculty for receiving state, national and international recognitions for research contributions.*

  The RPEC honours the awardees and other faculty members who receive state, national and international recognitions for research contributions by presenting mementos.

3.5 Consultancy

3.5.1 *What is the stated policy of the College for structured consultancy? List a few important consultancy services undertaken by the College.*

The college does not have official paid consultancy services. However, the expertise of college faculty is sought in many fields. Some of these 'consultancies' are:

1. Setting up of Research laboratories: (In Colleges for research activities: University College Trivandrum, Christian College Chengannur, Iqbal College Peringamala, and VTM NSS College Dhanuvachapuram.etc.)
2. Preparation for Autonomy for colleges: (CMS College Kottayam, Marian College Kuttikanam, Mercy College Palakkad, Marian College Kuttikanam, Fatima Matha College Kollam)
3. Setting up of the Controller of Examination wing and facilities.: (CMS College Kottayam, Marian College Kuttikanam, Mercy College Palakkad, Fatima Matha College Kollam)
4. Use of instrumentation facilities in the research laboratories and interpretation of scientific data: Research scholars from various colleges in Kerala University, MG University etc.
5. Resource persons in selected research areas.

3.5.2 Does the College have College-industry cell? If yes, what is its scope and range of activities?

No. However, some of the research findings of carried out in the college were found to have potential for industrial applications. Hence the RPEC has initiated activities like Patenting, Technology transfer etc. with industrialists and Government agencies. The following are some initiatives:

1. The Infrared Transparent Ceramics materials developed in the lab was discussed with scientists at CMET and CDAC for technology transfer.
2. The nano ceramic material developed in the lab was found to be an excellent material by the Indian Space Research Organization for

its use as Patch Antenna for Indian Satellites.

3.5.3 What is the mode of publicizing the expertise of the College for consultancy services? Mention the departments from whom consultancy was sought.

1. Personal promotion
2. College website
3. Popularity driven due to the posting of academic profile of faculty members in the institution's web site
4. Popularity driven due to the faculty member's publications in international journals
5. Presentation /showcasing of institution profile in conferences.
6. Faculty members from the departments such as Physics, Chemistry, Zoology, English, Commerce, Journalism, Malayalam etc .from whom consultancy services was sought.

3.5.4 How does the College encourage the faculty to utilise the expertise for consultancy services?

The College is open to providing any necessary support required by the faculty to establish consultancy services.

3.5.5 List the broad areas of consultancy services provided by the College and the revenue generated during the last four years.

Dielectric ceramics, Nanoceramic materials for functional devices, Infrared Transparent Ceramics for missile applications, Earthworm research and consultation, Film censorship, Service matters and consultation, Tax consultancy, Implementation of CBCSS System in FDP in various colleges, Research project drafting, Patent drafting-elementary level, Subject experts in interview panel, Consultant for inducting candidates in TV channels as News Readers, Newspaper editing, Financial statement preparation, Itinerary preparation for tour operation, SPSS software and data analysis. Appendix 3.F gives the details of Consultancy services offered by the institution

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the College sensitize the faculty and students on Institutional Social Responsibilities? List the social outreach programmes which have created an impact on students' campus experience.

National Service Scheme

The Mar Ivanios College NSS Unit is one of the best run units of the University of Kerala having two separate units with boys and girls. The total number enrolled in the year 2015-16 is 100 which comes to 5% of the total student strength of the college. The institution gives orientation to students at the time of joining itself for NSS enrollment. In addition

it offers privileges to the volunteers with grace mark, waiving of attendance, projecting them in public functions in the college, offering opportunities to conduct and co-ordinate activities related to National Integration and extension activities. The NSS staff coordinator also play a vital role in imparting training for volunteers in extension activities.

Major activities of the NSS unit in the last 3 years:-

- NSS Unit constructed a house for a poor family in a village viz Pappala in Trivandrum. (2014)
- Visited St. Ignatius charity center for mentally retarded people and donated clothes and food and conducted cultural programmes (Oct 2015)
- Visited 100 families of the Chenkalchhola slums in the Trivandrum city and supplied 5kg rice per family (Dec 2015)
- Visited Central Jail Poojappura (Dec 2016)
- A special camp for 7 days conducted in a tribal village Pappala in Trivandrum rural and constructed a library building (Sept 2015)
- Visited Poovar Coastal region and organized eye camp in association with Ahalya group.
- Conducted an Eye donation camp in association with Chaithanya Eye Hospital : 1000 students of Mar Ivanios College and faculty members have pledged their eyes in writing (Nov 2016).
- Conducted one day free noon meal supply to 150 bystanders of patients in the City Government Medical college
- Organized Pulse Polio immunization camp.
- A cell has been established for guiding farmers in effective use of bio-manures for pest control.
- Student of BA English have been taking classes in English Communication Skills for inmates of the Jayamatha Boys' Home (a home for orphans).
- Dr. Abraham Joseph conducted two series of workshops for CBSC teachers of High school and +2 at International school Bahrain during Nov.2013, helped many Indian students in learning at par with Indian standards.

National Cadet Corps

The college has three wings of NCC namely Army, Navy and Air force. There are 80 students enrolled in the Army, 50 in the Navy and 50 in the Air force during the current year. Various extension activities and outreach programmes are regularly conducted by the NCC cadets. Major events in which our NCC cadets participated during the last four years are:

- Trekking

- State RD Parade
- National NCC Volleyball championship
- Advanced leadership camp
- National Integration Camp
- International Yoga Day celebrations
- Cultural Exchange programme
- Cyclethon
- Visit to old age home, carrying out cleaning, supply of foods and clothes to inmates.
- State level intergroup competition
- Blood donation
- Tree plantation
- Campus cleaning
- Sailing expedition from Kollam to Vaikom
- Pre IGC Camp
- Annual training camp
- Prime Minister's Rally & Guard of Honour
- Participated in the International Yoga-Ministry of Ayush
- House construction for a poor family

Bhoomitrasena Club

Selected as the best of its kind in the state, the Club has spread about environment protection, tree plantation, renovation of ponds for water conservation, medicinal garden, plastic free campus etc.

Major Activities of the Bhoomitrasena are:

- The World Ozone Day was celebrated -2011
- Regular cleaning of college campus -2011
- A one day field visit - December 2011.
- Exhibition cum awareness camp on "Biodiversity" -2012
- The World Environmental Day was celebrated - 5th June 2012
- Essay Writing Competition was conducted on "Waste Management -2012
- Water samples collected from various locations around the college premises were analyzed and the findings were properly recorded-2012
- Regular cleaning and planting activities within the campus -2012
- The Faculty in Charge has attended the Interactive meeting of F.I.C's on 13th February 2012 and also participated in the meeting on 'Primary Environment Care' conducted by the Department of Environment and Climate Change on 20-07-2012, both at Government Guest House, Trivandrum .

- Field trip to Poovar and Athmanilayam Gardens, Cheruvarakonam- Jan 2013
- In association with CCDU of Water Resources Department, Government of Kerala, organized a programme - "Jalasree Harithashala Lab Empowerment Programme" - on 27th January 2013
- 'World Environment Day' was celebrated on 5th June2013
- Organized a Seminar on 6th June 2013 in connection with 'World Environment Day'.
- With the cooperation of Pathiripally Ward of the Thiruvananthapuram Corporation and 'Udhiyanoor Residence Association', Nalanchira undertook the cleaning of the Udhiyanoor Pond by removing all wild growths in and around the pond and also by removing all such other wastes deposited in the pond on 13th July 2013.
- As part of the world environment day celebrations, on 5th June, 2014, distributed and planted saplings in the campus.
- An orientation program was conducted by A.P Prajish, the budding environmentalist, to impart awareness among students and other stakeholders regarding importance of the conservation and protection of nature.
- This club is one of the Best Practices and more details are available in 7.4

Science Facilitation Centre

The Science Facilitation Centre functioning in the College provides motivated school students the opportunity to explore the possibilities of science; many of them pursue their science education in our institution. SFC also provides free education to marginalized students and every year it admits few students from the nearby orphanage to undertake the course in hand-on training with science experiments.

Jesus Youth

Conducted free education to the orphans of Jayamatha orphanage

Department of Tourism

The Tourism department supported a handicapped student in taking part in an All India Tour.

Department of Commerce

Conducted a programme on learning Gandhian Ideologies and awareness about abstinence from alcohol (2014). The department also conducted training programmes for SHGs and provided assistance to Micro finance group.

3.6.2 How does the College promote College-neighborhood network and student engagement, contributing to holistic development of students and sustained community development?

The College-neighbourhood network is established through the extension activities outlined above and below. In addition to these activities all departments regularly organize extension activities; nurturing the social responsibilities of students is one of the main focus areas the College has continuously worked on.

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

- The activities of NSS, NCC and other clubs are regularly conducted in the campus. In most of the cases the activities are done after class hours and during Saturdays and public holidays.
- The college offers grace mark to those students who successfully complete the activity as prescribed in the regulation/syllabus.
- The best performers are also honoured during the annual proficiency day.
- Experience in the community related activity with performance certificate is counted in future admission in the college for higher courses. The activities of NSS, NCC, Bhoomitraclub, Science Facilitation Centre etc. help in continuing our support for sustainable community development programs.
- Blood donation, village adoption, supply of old clothes, cleaning and renovation of village roads etc. are some of the activities.

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

The following are the extension activities undertaken by the NSS Unit to ensure social justice and empower the under-privileged and most vulnerable sections of society:

- Organized an Oral Cancer awareness programme in Thamalam in the city.
- Organized a camp for 7 days in a tribal village 'Pappala' in Trivandrum rural and constructed a house for a poor family and also a library building for the tribal people with the participation of local people (2014- 2015)
- A Community program viz. MAD (Make a Difference) Campaigning organized and the fund generated was utilized for the education of under priviledged children in Trivandrum (2015)

- The SFC is providing free training to marginalized students; it sponsors children from nearby orphanages also.
- APSER 2014 a state wide programme organized by the Department of Physics in connection with the International year of Crystallography. One College in each of the 14 districts was identified and two lecture classes were held, one on Crystallography and the other for motivating school children of the respective district to opt for Science as their academic career. More than 100 students attended at each venue. Quiz competitions were conducted for the students and prizes were given.
- Department of Physics visited the Marion Play home where 30 mentally retarded students study. The Students and teachers spent a day with them and celebrated the Christmas with them. Rs.10,000/- collected by students was given for their education.
- Department of Tourism conducted a survey to analyze the impact of Tourism in the Chowara beach in Trivandrum city in Jan 2016. They also conducted a Participatory Rural Appraisal session in association with an NGO Blue Point organization. 60 students and 35 local people were involved in the survey.

3.6.5 Give details of awards / recognition received by the College for extension activities / community development work.

- Ms Meenu Rose Francis FDP Economics student was nominated by the University for participation in the National Student Exchange Programme (2015)
- The Science Facilitation Centre programme was declared by as a unique programme by the Education Minister of the State and General Education officials
- The participation of NSS students in the pulse polio immunization programme was highly appreciated by the Health department and local public
- Our NCC students had bagged the Chief Minister's Scholarship during 2014-15 and 2015-16.
- 3 students were honored by the Award instituted by the Cadet Welfare Society in 2014-15 and 2015-16.
- One student was selected for the National trekking camp held in Rajasthan
- One student each was selected for National Integration Camp held at Lakshadweep every year.

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

- Through the SFC programme the Student Facilitators (UG & PG) of the college are equipped with the skill in developing as well as disseminating scientific knowledge, experimental skill, critical thinking ability, ability to interpret scientific observations, scientific temperamen, etc.
- The awareness on environmental protection is one of the important outcomes of the activities of Bhoomitrasena. This has created a change in mind set of our students in practicing Environmental protection measures in the locality itself where they reside.

3.6.7 How does the College ensure the involvement of the community in its outreach activities and contribute to the community development? Detail the initiatives of the College which have encouraged community participation in its activities.

The outreach programmes like visits to poor homes, orphanages, central jail, tribal village, coastal area as well as charity programmes like blood donation, organ donation, cancer care awareness, academics workshops, community level academic activities like most economic and green agricultural farming, technological support like scientific vermicompost production, bee keeping, pulse farming etc. have ensured the involvement of local public so as to enable them to associate with these activities to improve their life.

3.6.8 Does the College have a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?

- Students' involvement in social movements is made mandatory in the curriculum by including 2 compulsory credits for extension activities in the third and fourth semesters of the UG programme. Attendance is compulsory for these extension activities.
- Activities of NSS members are tracked through attendance.

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

- Through SFC the institution has established a long term relationship with the Scientific institutes in and around Trivandrum. Institutions like Vikram Sarabai Space Centre, Rajiv Gandhi Centre for Biotechnology, College of Engineering, Liquid Propulsion Systems Centre of ISRO, University of Kerala, other prominent colleges in Trivandrum whole heartedly support our programme by providing their technical expertise to the students of SFC.
- Through the other programmes the college has established a relationship and interaction with charitable organizations, orphanages, community centers etc in the state of Kerala

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 institution has not received any official award during the last four years. However the Bhoomithrasena club was acknowledged by the Government as the best of its kind in the state. The Science Facilitation Centre was appreciated by the Government for its extension activity.

3.7 Collaboration

3.7.1 How has the College's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the College benefitted academically and financially because of collaborations?

The College and the departments of the college have engaged in collaborative activities with the Government and non-government agencies which impacted the visibility, identity and diversity of activities on the campus. The BoS of all departments have linkages with industry, government, etc, by having external experts on the Board. In addition to this, a few collaborations are given below.

DEPTS	AREAS OF COLLABORATION	AGENCY	BENEFICIARY
English	Business English Certificate	Cambridge University ESOL	30 students every year
	Skills in Communication	ASAP, Government of Kerala	150 UG students every year
	Intensive training for skill acquisition	ASAP, Government of Kerala	28 days: 2nd and 3rd year students.
Malayalam	News production and anchoring course	Industry	UG & PG Students
French	Add on course	Alliance Francaise	French students
Maths	History of Mathematics	Indian Society for History of Mathematics	PhD Students
Physics	Instrumentation Centre	UGC	Research students and guides in Phy/ Chem/ Zoo
	Science Facilitation Centre	UGC, Government	School students
	Research sample testing & Analysis	CSIR, NCESS, STIC, Kerala University SCTIMST	PG & Research students

Chemistry	Advanced analytical instrumentation training	UGC, CSIR	Researchers & PG students of Chem & Phy.
	Industrial visits	UGC, Titanium Factory, IRE, Cochin Refineries etc.	Chemistry students
	Research sample testing & Analysis	CSIR, NCESS, STIC, Kerala University SCTIMST, RGCB	PG & Research students
Botany	Bhoomitrasena	Government of Kerala	UG students
Bio-technology	FABIO Lecture Series	DBT	UG students of Biotechnology
Zoology	Cancer Awareness Programme	RCC Trivandrum	Students of Zoology
	Apiculture	Agriculture University	Students of Zool
	Vermi-composting	Agriculture University	Students of Zoology
	Earthworm research	UGC, CSIR	Research scholars of Zoology.
	Cell culturing	UGC	Teachers of various colleges and scientists from Cell culture labs
	Research sample testing & Analysis	CSIR, NCESS, STIC, Kerala University SCTIMST,CTCRI, RGCB,TBGRI	PG & Research students
Economics	Interaction with scientists	CDS Trivandrum	Students of Economics
Commerce	Entrepre-neurship Development (ED) Club	University	Commerce students
Tourism	Online Ticketing	Industry (Travelport - Galileo)	Tourism students
	Internship	Industry (Great India Tour	Tourism students

		Company & Somatheeram Beach resort)	
	German course	Goethe Zentrum	BVoc Tourism Students
Computer Science	Internship	KELTRON	BVoc SD Students
Journalism	Bridge Course	UGC	JMC&VP Students
	Animation	Toonz Animation Academy	JMC & VP Students
	SPSS Software	UGC	JMC & VP students
Library	Education software for e-learning, Inflibnet e-repository	UGC	All students
	Delnet-resource software	Delhi university	All students
College	Student exchange programme	International Institute of Scientific and Academic Collaboration (IISAC)	Students from USA
	Ma-Nishada programme	Kidney Federation of India	Students for Kidney donation
	SPSS Statistical data analysis	UGC	Teachers and students
	Scholar Support Programme	KSHEC Government of Kerala	110 students
	Walk With a Scholar Programme (WWS)	KSHEC Government of Kerala	Selected 30 students
	Mar Ivanios Institute of Advanced Studies [MIIAS]	IT Departments	Students of Mar Ivanios College
	Distance Education	IGNOU Centre New Delhi; Univ. of Kerala	Students
	Civil Service Examinations Coaching Centre:	Civil Service Academy Pala	Students of Mar Ivanios College

	UGC CSIR NET Coaching Centre	UGC	Students of Mar Ivanios College

3.7.2 Mention specific examples of, how these linkages promote

- *Curriculum development*
  - External members of the BoS played a significant role in developing he curriculum;
  - Industry visits greatly promoted curriculum enrichment.
- *Internship, On-the-job training*

  Internships done by Journalism and Tourism students gave them skills in real-life situations and helped them get jobs.

- *Faculty exchange and development*
  - FDPs have played an important part in developing subject knowledge and skills.
  - The College currently has no faculty exchange programmes
- *Research, Publication*

  Research publications have helped the faculty develop sophisticated levels of subject knowledge and skills. This has improved their classroom performance.

- *Consultancy, Extension*

  Consultancy
  Consultation services in College need to be improved; however, it might seem a bit unrealistic to expect Arts, Science and Commerce teachers take up consultancy.
  Extension activities have helped students develop their social responsibility and awareness; they align closely with the Vision of the College and have played a key role in helping the College achieve its stated mission.
  Student placement
  Tie-ups with industry in the fields of journalism, tourism and Biotechnology, have helped in placement after internships.

- *Any other, please specify*

  Linkages with regional, national and other reputed agencies have increased the acceptance and reputation and visibility of the College among the public, and has helped the career prospects of those students who interacted with industry and institutions as part of the linkage activity.

3.7.3 Does the College have MoUs nationally / internationally and with institutions of national importance/other universities/ industries/corporate houses etc.? If yes, explain how the MoUs have contributed in enhancing the quality and output of teaching-learning,

research and development activities of the College?

An MoU has been signed with International Institute for Scientific and Academic Collaboration for the establishment of Student exchange programmes. While this has not yet benefited students of the College, the teachers who taught and interacted with the students from USA gained immensely by preparing very interesting course material; they also gained significant experience of what it is like to teach foreign students or at a foreign university.

An MoU has been signed with The Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA) of the Ministry of Environment & Forest for conducting Animal experiments in the department of Zoology. This has been incorporated in the curriculum to promote animal handling training among research scholars as well as PG students.

Another collaboration has been established by the Department of Zoology to enable it be a nodal centre of MGDC (Mahatma Ghandhi-Doerenkamp Centre) for Alternatives to Use of Animals in Life Science Education, Bharathidasan University, Trichy. Accordingly, the Department is conducting training programme to promote in vitro studies to reduce live animal experiments. Department has initiated Animal Cell culture facility and the same is incorporated in the curriculum of the PG course.

3.7.4 Have the College industry interactions resulted in the establishment / creation of highly specialized laboratories / facilities?

The institution has set up a Molecular Biology Laboratory of national standards with the support of DBT Star College Scheme. The laboratory provides experimental research facility for Molecular Biology, Animal Cell culture, and Microbiology with modern labs. The Animal House established in accordance with the CPCSEA regulation is also one among the unique facilities of the college.

The Department of Zoology has also established an Earthworm Research Centre where all para-type earth worms of Kerala and Andaman Nicobar islands are protected.

The Nanoceramics materials for electronic and functional devices are reputed in nature. We are providing technical support and extending laboratory facilities every year for more than 10 institutes in Kerala. This include VSSC (ISRO), Hindustan Lifecare Ltd. Amritha University, Dental college, PhD students from other colleges etc..The processing of nanoceramics and sintering is one of the major facilities in the college. The work carried out in the research laboratories in the department of physics are of international standards with many internationally reputed publications and achievements.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

Mar Ivanios College (Autonomous), located on a campus created exclusively for academic pursuits, has adequate physical infrastructural facilities, which includes enough classrooms, laboratories, halls, auditorium, library, faculty rooms, playgrounds, canteen, parking area and hostels to support academic activity in the campus. The College has made systematic efforts in upgrading its infrastructure facilities.

The entire Campus in which the college is situated has an area of 180 acres, out of which 26 acres is earmarked for the college.

The campus has 8 separate blocks with a total built-up area of 2.36 lakh sq.ft excluding hostel and staff residential facilities to cater to 12 UG programmes with 14 batches, 8 PG programmes, and 6 Research Centres

The eight blocks present in the campus are:

NAME OF BLOCK	AREA IN SQ FT	IMPORTANT OFFICES/ DEPTS
Main Block	57165	Administrative offices, 2 Conference Halls, Counselling Centres, Departments of Botany, Bio-technology, Economics, Malayalam, Languages, Botany Conference Hall, Bio-Tech lab, Botany lab , 23 class rooms and Botany- Bio Tech Conference hall.
Physical Science Block	42695	Departments of Physics and Chemistry, multimedia room, PG and UG labs and 8 class rooms, Research Rooms, Ladies waiting room and Gents toilets
Library and Auditorium Block	37956	Auditorium, Library, Departments of Zoology and Mathematics, Research Centres of Zoology and Mathematics, Zoology labs and seminar hall and 5 class rooms, Animal house.
Commerce Block	40368	Departments of Commerce, Tourism, JMC & VP, media hall, Commerce Research Centre, Computer labs for Commerce and Mathematics, 13 class rooms, 1 Audio Visual room, 1 media lab, and Silver Jubilee Hall.
English Block	12544	Department of English, English Research Centre, Audio Visual room, 5 class rooms, Department Library, Chemistry Research

		Lab and Co-operative Store
Physical Education Block	7025	Department of Physical Education, Canteen, 3 offices of the NCC, office of the NSS, Gym
Controller of Exams Block	18500	Office of the Controller of Exams, Chapel, IGNOU office and Computer lab.
Mar Ivanios Centre for Advanced Research	19450	BVoc (Software Development), , English (SF) and B.Com(SF), Computer lab and 10 class rooms.

The Mar Ivanios Campus consists of:

- 64 class rooms of varying sizes and 25 of them have ceiling mounted LCD projectors;
- 16 Staff rooms; every department has its own staff room;
- 13 labs, 3 research labs;
- 1 main library and 4 extensions of the main Library;
- 1 spacious office room, 1 principal's cabin, 1 vice-principals' office room, a Bursar's cabin, IGNOU office room, 3 NCC office rooms and 1 NSS room.
- 4 Academic halls –Gregorios Hall, Silver Jubilee Hall, Multi Media Room, Media Hall with varying sizes of seating capacities of 150, 150, 150 and 300. For general purposes the Auditorium with a seating capacity of 750 is used;
- 6 computer labs;
- Physical Education Department and gym;
- A canteen of 3594 sq.ft with dining halls for teachers and students
- 19 staff toilets;
- 2 Counselling rooms, 3 Store rooms, 1 Fern House, 1 Animal House and Electrical Maintenance Room
- A spacious four wheelers Parking Area for staff and two wheelers for students.
- 3 play grounds - 2 basket ball courts and 1 cricket/ foot ball court
- Generator with a capacity of ….
- Separate Hostels for students; 1 boys' hostel with capacity of 175 and 2 girls' hostels with total capacity of 450.
- There are 2 college buses to provide transport facility for students.

4.1.1 How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

Planning for infrastructure

The College has a policy of need-based augmentation of infrastructural facilities as a catalyst for ensuring academic excellence. The policy is

chalked out by the Management and Governing Council of the College by taking feedback from the staff and students. In this regard:

- All the staff members are asked to give in writing the requirements for their respective departments and for themselves at end of each academic year;
- At the annual review meetings held at the faculty level, the staff put forward the need of the respective departments;
- These matters are also reviewed in Staff Council meetings;
- Accordingly, the College prepares a perspective plan;
- Whenever a new programme is to be introduced, the College plans in advance the physical infrastructure in terms of class rooms, lab equipments, books and other amenities including staff needed. These facilities are inspected by the external committee appointed by the College and also by the inspection Commission of Kerala University.
- The Management has a ten year infrastructural perspective plan with architectural drawings which has the capacity to serve the additional programmes which are intended to be started.
- The administrative block has been expanded with new chambers for the Principals, a conference room and 4 rooms for administration.

Optimal utilization of infrastructure

- The Academic schedule is drawn at the beginning of the academic year itself in such a way that the available facilities are utilized to maximum extent by all the Departments;
- Maintenance section keeps day log books for booking the common facilities;
- Separate Coordinators (usually the Vice Principal and the Coordinator/ HoD/ FA organizing the programme) plan and execute seminars/ workshops/ inter and intra department programmes and competitions;
- The College is a Centre for conducting several competitive examinations like CA, IGNOU, PSC, VSSC, CPT, Railway, ISRO, Bank, MAT, All India Pre-Medical, All India Veterinary etc. It has also been a centre for Polling and a Counting station of Local Bodies, State Legislature and Parliament Election for many years.
- The play grounds are used daily by the students for practice and playing under the monitoring of Physical Education Department. On holidays and Sundays many local institutions and organisations use the College play grounds to conduct their sports activities;
- The College Auditorium and Halls are also used by outside agencies on holidays and weekends to organize academic and cultural programmes.

4.1.2 Does the College have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.

The Management in consultation with all the stake holders takes decisions to enhance and upgrade the infrastructural facilities to meet the needs of the College to promote good teaching-learning and administrative practices. The policy also ensures maximum utilization of resources to deliver better value for the money.

Recently created/ under construction facilities during the past 5 years are

- Office of the Controller of Exams with an area of 9000 sq.ft;
- Two floors of Mar Ivanios Centre for Advanced Research are completed and the third and fourth floors are under construction. It has provisions for Modern Conference Hall, Lecture Rooms, Faculty Rooms, Tutorial Halls, Discussion rooms and Computer Labs;
- New rooms for Principal's Office and Conference Hall;
- 2 new class rooms in the main bock;
- Class rooms have been provided with Smart Board and ceiling mounted LCDs;
- 2 new class room for commerce block and 1 new room for library store;
- The computer Centre was renovated with more computers, a high capacity printer and a new server has been installed;
- Wi-Fi facility has been renovated;
- Networking and computerization has been upgraded;
- On-line admission application system has been introduced;
- Entry of students' daily attendance and CE marks are computerized;
- New basket ball court has been built in the campus at an expense of Rs.15 lakhs;
- New water tank has been constructed with a capacity of 40,00,000 litres for rain water harvesting for Mar Ivanios Vidya Nagar campus;
- Regular paintings of the buildings have been undertaken;
- Beautification of the campus by planting trees, developing gardens, installing interlocking tiles to the commonly used pathways;
- New and improved security system has been provided in the entire Campus;
- New spacious parking facility for students has been constructed;
- Improved Health Centre has been set up with 2 qualified nurses on the non-teaching staff;
- Establishment of 2 Counselling Cabins with permanent counsellors;
- Office of the UGC DDU *KAUSHAL KENDRA* has been set up;
- Renovation of main block with attractive flooring has been completed.

4.1.3 Does the College provide all departments with facilities like office room, common room, separate rest rooms for women students and staff?

- All departments have separate staff rooms with rest rooms;
- Adequate IT infrastructure has been set up in all departments;
- A separate waiting room with adequate number of rest rooms has been set up for lady students.

4.1.4 How does the College ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?

- Ramp facility is provided in a few blocks;
- Separate examination room is provided for writing all examinations;
- Whatever additional infrastructure is requested is provided on a case-by-case basis; the management is fully committed to providing all necessary infrastructure to students with disability.

4.1.5 How does the College cater to the residential requirements of students? Mention:

- *Capacity of the hostels and occupancy (to be given separately for men and women)*
  - Boys Hostel: 175 rooms for 175 students
  - Girls Hostel:
    Alphonsa Hostel - 34 Dormitories for 250 students.
    MTT Hostel - 36 rooms and 2 dormitories for 200 students.
- *Recreational facilities in hostel/s like gymnasium, yoga center, etc.*
  - TV/ Reading room is provided in all hostels
  - Boys use the gym near the hostel;
  - Basketball and volleyball courts and cricket nets facility is available for boys and girls;
  - Prayer hall and first aid facility is available in all residential halls.
- *Broadband connectivity / wi-fi facility in hostel/s.*
  Broadband/ wi-fi facility is not available in hostels. Free internet usage is provided to students at the College computer centre from 9 am to 6 pm on all days.

4.1.6 How does the College cope with the health related support services for its students, faculty and non-teaching staff on the campus and beyond?

- On campus, the College has a Medical Support Room inside the Women's Waiting Room area with emergency first aid;
- First aid kits are available in all departments;
- The services of two qualified nurses are also available on campus.

- Off campus, the College has a special arrangement with Swanthana Hospital, Perrorkada.
- All students are taken to the University Health Centre for an annual check-up.
- The College has a strong Blood Donors Forum under the NSS which handles all emergency blood requirements.

4.1.7 What special facilities are made available on the campus to promote interest in sports and cultural events?

Special facilities for sports

- The college regularly producers athletes and player who become members of the University, state and even the national teams.
- The campus has 2 Basketball courts, one Volleyball court, 2 cricket coaching pitches and one gym;
- The main ground is available for field events;
- The Physical education department has two Physical Education Directors. Special coaches are appointed for training the students in specified events;
- College teams are provided necessary play grounds, equipment, kits, sportswear;
- The Physical Education Department conducts inter-departmental games competition in many events like Cricket, Football, Volleyball, etc for both men and women. It conducts an intercollegiate Basket ball Tournament 'IVANO CUP'. Student teams are sent to other colleges to participate in the events conducted by them

Special facilities for cultural activities

- The College has established a reputation for itself in the arts and cultural fields by winning the Ambili Aravind Ever Rolling Trophy for winners in the Kerala University Youth festival seven times in the last eight years (it was second runner up in one year).
- The management and PTA spend an average of Rs 8 lakhs every year to provide training to participate in the youth festival along with all necessary costumes and props for all group events. Training is provided in the various items by experts in the field and this has created a strong demand among students interested in these fields to get admission to college.
- The college has one Auditorium and four halls with necessary audio-visual eequipment, which are used for major cultural events of the College
- 'IVANO FEST', the Inter Collegiate competition and cultural gala is organized by the College Union every year;

- Freshers Day, Arts Day, College Annual Day, Department-wise Associations etc are the events which promote cultural activities.
- The Students are permitted to take part in various inter collegiate sports and cultural activities organized by other institutions.
- Festivals like Independence Day, Republic Day, Onam, Christmas, etc are celebrated in the traditional way to preserve cultural values.

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?

The Library Advisory Committee (LAC) is a mandatory committee constituted as per the G.O.MS169/94 H.Edn dt 22-11-1994,Govt of Kerala. The Principal of the college is the Chairman of the LAC; Librarian is the secretary and eight Heads of Departments are the members. The primary aim of the LAC is to develop, improve and maintain a system for the quality enhancement and smooth functioning of the library. The following are the significant initiatives of the committee:

- To approve the floor plan for the rearrangement of books in the library
- To bring out the department libraries under the control of the central library
- To formulate a policy for collection of books and e-resources
- To decide norms for extending reference service to the students of other educational institutions in the campus.
- To decide guidelines for giving opportunity to the students of library and information science for internship for the college library.
- To propose to conduct new add on courses in Library and Information Science like PG Diploma in Digital Library Management to be started in the current academic year (2016-17)

4.2.2 Provide details of the following:

- *Total area of the library*: 10423.84 Sq.ft
- *Total seating capacity*: 230
- *Working hours (on working days, on holidays, before examination days, during examination days, during vacation)*:

  Library remains open on all days except Sundays and Public holidays from 8.30 am to 5 pm
- *Layout of the library (individual reading carrels, lounge area for*

browsing and relaxed reading, IT zone for accessing e-resources):

The Central Library is located on the ground floor of the Library Block and has a ground floor and mezzanine floor. It consists of areas such as lounge area, relaxed reading, reference, e-learning, reprographic services, book shelving, staff area, and utility areas for specific purposes like store, toilet etc. Besides these facilities in the central library it has extension centers in the Departments of Physics, Zoology and English.

- *Access to the premises through prominent display of clearly laid out floor plan; adequate signage; fire alarm; access to differently abled users and mode of access to collection):*

  The library building is located in a prime area of the campus, The campus map highlights the location of the library at the main gate of the college campus. The rules and regulations of the library are published in the college handbook, the websites of the college and that of the library. The library staff provide special assistance to the disabled students. The system of open access to the collection of books is adopted.

4.2.3 Give details on the library holding total number.

- *Print (Books, back volumes and thesis):* 68965
- *Non Print (Microfiche, AV)*: 826
- *Electronic (e-books, e-Journals)*: 6000 (under N-LIST)
- *DELNET ProQuest package (e-journals)*:130
- *E-books* : 135000 (N-LIST)
- *Special collection (eg. Text book, Reference books, standards, patents)*: 987

4.2.4 What tools does the library deploy to provide access to the collection?

- *OPAC*

  All house -keeping activities including the OPAC, Circulation and Acquisition have been automated using an Integrated Library Management Software LIBSOFT. It provides a very user-friendly interface for searching books available in the library and their issue status. The Web-OPAC is available at the library portal www.miclibrary.org through remote access facility

- *Electronic Resource Management package for e-journals;*

  The library provides WEBPORTAL based services including access to e-books, e-journals, research databases, e-theses/ dissertations, reports ,etc. Lakhs of e-resources are made available from a single point of access.

- *Federated searching tools to search articles in multiple databases*

Besides the search tools facilities provided by the INFLIBNET-N-LIST consortium and DELNET ProQuest consortium of management journals, the library portal also provides links to lakhs of resources (full text) through open access channels such as **Open Access Directories of Journals** (DOAJ), **Digital Repositories** (DOAR), **Theses and Dissertations** (OATD).

- *Library Website*

  The website of the library acts as an intermediary between the users and the on-line resources. The web-portal (www.miclibrary.org) provides the following services to the users

  - links to on-line resources both subscription based and open access;
  - OPAC of the library, sister concerns and link to INDCAT union catalogue;
  - Open access databases for research purposes;
  - Provision for feedback and suggestions;
  - Information about the library, rules and regulations.
- *In-house/remote access to e-publications*

  Detailed in 4.(i) to (iv)

4.2.5 To what extent is the ICT deployed in the library?

- *Library automation*

  Integrated Library Management Software with automated gate register and computer with latest configuration, Laser Printer, Plastic coated Labels for Barcode, Bar code Reader, General Scanner, etc are used for in-house functions of the library. High bandwidth (10mbps) WiFi, Networked Computers for public access are used for accessing OPAC, Circulation Status, access to e-resources, etc.

- *Total number of computers for public access:* 15
- *Total numbers of printers for public access:* 1
- *Internet bandwidth speed:* 10 mbps

- *Institutional Repository*

  The aim and objective of the Institutional Repository of the college is to preserve the scholarly outputs of the faculty, researchers and students of the college and to preserve the major activities and events, etc of the college in digital format.

  Digital Repository of the library: Collection includes the college annuals, handbooks, academic reports, major events, publication of various departments, data bank of faculty and staff members since the inception of the colleges, photos and videos of major events,

etc. available in the LAN

Abstract Repository: The abstracts of the theses, minor/major project reports, conference proceedings, etc available in www.miclibrary.org/digital repository

- *Content management system for e-learning*

  An E-resource portal has been developed; details 4.1-4.4

- *Participation in Resource sharing networks/ consortiums (like Inflibnet)*

  The College is a member of INFLIBNET-N-LIST: College is a member of N-LIST consortia for many years and provides access to thousands of e-journals, a large number of e-books and many research databases.
  DELNET: The College also has membership in DELNET consortium.

4.2.6 Provide details (per month) with regard to.

- *Average number of walk-ins:* 7000 / month
- *Average number of books issued/returned:* 3000 / month
- *Ratio of library books to students enrolled:* 1.33
- *Average number of books added during last three years:* 2241
- *Average number of login to OPAC:* n.a
- *Average number of login to e-resources:* n.a
- *Average number of e-resources downloaded/printed:* n.a
- *Number of information literacy trainings organized:* On demand and during orientation sessions.

4.2.7 Give details of the specialized services provided by the library

- *Manuscripts*

  No manuscripts are available. The library has rare books related to Indian Culture, History and History of Travancore

- *Reference*

  The library provides regular reference service to users

- *Reprography*

  Xerox facility available in the library

- *ILL (Inter Library Loan Service):* NIL

- *Information Deployment and Notification:*

  Through the portal and notice board

- *OPAC*

Web-OPAC is very user friendly and is available in www.miclibrary.org

- *Internet Access*

  In-house internet access with 10 mbps. A common internet browsing centre next to the library; in addition to this 10 systems are available in the library.

- *Downloads*

  Users can down load and save the e-resources in CDs or e-mail

- *Printouts:* On request

- *Reading list/ Bibliography compilation*

  New arrival reading list is prepared regularly; other services on request

- *In-house/remote access to e-resources:*

  Individual login passwords are given to users for accessing the resources of N-LIST from anywhere; detailed in 4.2.4 (i) to (iv)

- *User Orientation:*

  Department-wise user orientation programmes are conducted every year for the benefits of users.

- *Assistance in searching Databases:*

  Training programmes are conducted for searching web-resources. Assistance is also provided within the library for individuals and smaller groups

- *INFLIBNET/IUC facilities:* YES; see above.

- *Content management system for e-learning*

  An E-resource portal has been developed; details 4.2.4-.4

4.2.8 *Provide details on the annual library budget and the amount spent for purchasing new books and journals.*

Year	Amount
2013-14	Rs. 346841
2014-15	Rs. 855402
2015-16	Rs. 732671

4.2.9 *Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services.*

Yes, surveys were conducted among students, faculty, researchers and administrative staff using questionnaires, which were systematically analyzed using statistical tools to assess the merits and de-merits of the functioning of the library. On-line feedbacks through the library website, e-mails, etc. are used to collect the opinion/suggestions of the users.

4.2.10 List the infrastructural development of the library over the last four years.

- Establishment of an e-learning centre;
- New computers with latest configurations;
- New Laser Printer replacing the old one;
- Up graded the internet bandwidth;
- New Barcode scanners replacing the old ones;
- Wooden tables, shelves, journal racks;
- CD racks, computer tables and chairs;
- Drinking water facility (filter water cooler);
- Replaced the power-backup batteries;
- Repairing and repainting the Library building;
- In addition to the central library, infrastructure facilities have been upgraded in the extension centres of the departments of English, Physics and Zoology.

4.2.11 Did the library organize workshop/s for students, teachers, non-teaching staff of the College to facilitate better Library usage?

Yes.

- Occasional worksops are conducted the users to improve their ability to utilize the resources available in the library
- Awareness about the tools available for web-resources given
- The proposed new add on course in Digital Library Management is aimed at providing skills in Information Literacy of the PG students and to increase their job opportunities.

4.3 IT Infrastructure

IT infrastructure plays a vital role in any HEI today. It has a crucial role not only in improving the quality of the teaching-learning-evaluation process, but also in making administrative processes user friendly, efficient and transparent.

Understanding this, ICT enabled services on campus come under the purview of the Director, Computer Centre and the ICT Committee.

The introduction of the College Management System (CMS), through which admissions, attendance, examinations and fee collection is

managed, also makes it imperative that the IT infrastructure meets the needs of the institution and is constantly upgraded.

4.3.1 Does the College have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management?

- The IT Policy of the College is set by the Director, Computer Centre and the ICT Committee.
- The IT policy has set the following basic objectives:
  - The Campus is to be fully networked, Wi-Fi campus to enable all departments to be linked together for efficient performance;
  - The Director, Computer Centre, is the Technical Head and will decide on the hardware and specification necessary for creating the network;
  - The Director, Computer centre will ensure that the IT service is managed with necessary security/ firewall/ software for the efficient functioning of the IT infrastructure.
  - AMCs as and when necessary shall be taken to meet maintenance requirements;
  - All systems shall be upgraded every 5 years taking into account the projected needs of the college.
  - All departments are to have Ethernet LAN connectivity and faculty should be given free-Wi-Fi access while on campus;
  - The College should have a fully functional CMS.
- On the basis of these policies the following is the current status of the IT infrastructure:
  - The campus is fully networked Wi-Fi campus with internet nodes and switches in all departments; periodic repair is being done in departments where Wi-Fi connection fails.
  - Computers have been upgraded in all departments;
  - The Computer Centre has been upgraded and expanded with more systems and separate sections for teachers, researchers and students;
  - The firewall has been upgraded with a higher Cyberoam system.
  - The College has implemented KnowledgePro, a CMS used in other autonomous colleges across Kerala and outside, and is constantly customizing it to suit the requirements of the College. Currently admissions, attendance and examinations are managed through the system. Fees would be managed in the next academic year onwards.

4.3.2 Give details of the College's computing facilities (hardware and software).

- *Number of systems with configuration*

- Main campus: 93 Computer Systems, 3 Laptops, 6 smart boards, 26 projectors, 3 televisions, and 1 Server
- There are 10 laser printers and 4 scanners in the campus. The Computer Center comprises of one server, 27 systems and 1 Laptop. The Annexe of the Computer Centre has 25 systems.

HP DL380p Server Configuration:

X Processor Intel Xeon E5-2650 V2 SP1198IN Svr(20M Cach. 2.60 Ghz) (J7A11A)
Chipset Intel C600
2 X Memory 16 GB 2R X 4 PC3L-12800R-11 Kit (Memory (24) DDR3 DIMMs, up to 1866 MHz, ECC, Lock-step)(713985-B21)
HP 12.7mm SATA DVD ROM Jb Kit(652232-B21)
HP 600GB SAS 10K 2.5" X 3 (Internal storage Supports SATA, SAS,(8+8 or 25) 2.5-inch hot plug bays/(8 or 12) 3.5-inch hot plug bays)(652583-B21)
Smart Array P 410 /RAID HP 1GB FBWC For P-series Smart Array support (0,1,10,5)(631679-B21)
4-port 1G Ethernet port
1x16 PCIe 3.0 FL/FH; 1x8 PCIe 3.0 HL/FH; 1x4 PCIe 2.0 HL/FH
2 X Power supplies 750 W CS Gold hot plug redundant(512327-B21)
DVD ROM
HP DL380P Gen8 E5-2650V2 Kit(715218-B21)
3year 24/7 4hr response support
Keyboard& Mouse
20” LED Monitor

The configuration of the systems in Computer Science Department:

Intel Core (TM) i5 – 4460
CPU @ 3.20GHz
4 GB RAM
64bit OS
Windows 7 Ultimate

The configuration of the systems in Computer Center:

Intel Core i5 -4440 4th gen Processor
Intel 85 Chipset Motherboard
4GB DDR3 RAM X 2
1TB SATA HDD
22” LED Monitor

The configuration of the laptop in Computer Center:

Lenovo Laptop: Intel CORE I7- 4710HQ Processor
8GB DDR3 RAM/1TB HDD/DVD Writer/CAM
Graphics N15P-GXGDDR5 4G/HDMI/Win8.1/15.6” FHD(Slim)
Lenovo Laptop: Intel CORE I7- 4710HQ Processor
8GB DDR3 RAM/1TB HDD/DVD Writer/CAM

- *Computer-student ratio*
  Computer – Student ratio is 1:5
- *Dedicated computing facility*
  - The campus involves a Computer Center with full-time computer accessibility with Wi-Fi and LAN interconnectivity. There are 16 computers allotted to students and 10 systems provided to faculty for computing purposes.
  - Admission, attendance, and examinations are managed by the CMS.
  - The Computer Science department laboratory consists of 46 computers dedicated for B.Voc students for their lab and project works.
  - The Commerce department laboratory consists of 14 computers dedicated for B.Com students for their lab and project works.
  - The Mathematics lab comprises of 30 computers dedicated for mathematics UG and PG students for their lab and project works.
  - The Physics department laboratory consists of 9 computers dedicated for B.Sc/ M.Sc students for their lab and project work.
- *LAN facility*
  All the departments, administrative blocks, and the library are networked through Ethernet LAN.
- *Wifi facility*
  Wi-Fi facility is available on campus with the exception of the B.Voc Block
- *Propriety software / Open source softwares*
  Systems without proprietary software have open source software installed in them.
- Number of nodes/ computers with internet facility:

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

The plan of the College is to put in place backbone network systems by March 2017 which would be adequate for the next five years; only additional computer systems would be added on as and when necessary.

4.3.4 Give details on access to online teaching and learning resources and other knowledge, and information provided to the staff and students for quality teaching, learning and research.

- *Moodle* platform has been set up;
- *NPTEL* programmes are used in a few departments.
- Tutorialspoint is used in some departments to augment learning.

4.3.5 Give details on the ICT enabled classrooms/learning spaces available within the College and how they are utilized for enhancing the quality of teaching and learning.

- Ceiling mounted projectors are installed in 15 classrooms;
- All departments have one classroom with a Smart Board;
- Faculty have free high speed internet access on their personal laptops or on LAN connected desktops in their department;
- Faculty can also access the resources of INFLIBNET.

4.3.6 How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the College or affiliating University for such initiatives?

- Faculty has been given training to use Smart Boards; two session have been given and more will be arranged on request.
- Faculty has been introduced to the resources available through INFLIBNET.

4.3.7 How are the computers and their accessories maintained? (AMC, etc.)

- The IT Committee is empowered to take decisions about which systems need AMCs and act on it. Funds are not a constraint in this regard.
- The Computer Centre has a good working relationship with the hardware providers who report to college promptly to clear maintenance issues.

4.3.8 Does the College avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?

No

4.3.9 Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the College?

10% of the amount budgeted for hardware is set apart for maintenance and necessary upgrade. An amount of approximately Rs 2 lakhs has been spent on hardware maintenance in the last five years.

4.4 Maintenance of Campus Facilities

4.4.2 Does the College have an Estate Office / designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience.

Yes

- The Bursar of the College is the Estate Officer, who takes care of all maintenance activities.
- He has support staff including Gardner, Electrician, Plumber, Driver, Security Staff and Service Staff.

Campus Initiatives to improve the physical ambience

- Establishing the CoE's Office;
- Beautification of garden area in front of the main block; setting up a fish pond in front of the library;
- Maintenance of plastic free campus under the leadership of NSS.
- Building a vegetable garden by side of the Computer Centre
- Dustbins placed at strategic locations to ensure clean campus
- Waste management unit- one Vermi Bin set up.
- Vitrified flooring in Main Block installed
- Seating areas built around the trees in the campus
- Installation of water purifiers/coolers wherever necessary
- Conference Hall with Air Conditioners
- Regular maintenance like painting of buildings, cupboards, tables, repairs of benches and desks
- Perfecting roofing and plumbing work
- Laying of interlocking tiles in the pathways
- Renovation of Administrative Office and Principal's Chamber.

4.4.3 Does the College appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.

Yes

- The Bursar takes care of the civil works
- A qualified electrician to maintain all electrical related works in the College campus, Class Rooms and Labs.
- A full-time Mechanic services and maintains elelctrical and electronic equipment in the science labs.
- A plumber to lay and maintain all pipeline connections.
- A carpenter for upkeep of furniture including repair work.

- A gardener and service staff to upkeep the campus neat and tidy
- Computer Hardware maintenance is being done in association with Logtech Computers, Trivandrum.
- Security staff round the clock.
- Close Circuit Cameras are installed at the main entrance.

4.4.4 Any additional information regarding Infrastructure and Learning Resources, which the institution would like to include.

- Museum:
  - Mar Ivanios College has a Zoology museum, which has items such as Blue Whale Skeleton, Elephant Skeleton etc. Students from different schools visit the museum when the College conducts Science Exhibition.
- Archives:
  - The College has separate archive section which has different books written and published by the staff of the College, College Calendars and Magazines, Student publications of the College and the newsletters.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the College have an independent system for student support and mentoring? If yes, what are its structural and functional characteristics?

- Yes. Student support and progression is the joint responsibility of the Vice-Principal (Student Affairs), the Staff Advisors to the College Union and the Coordinator of the Equal Opportunities Cell.
- Working with them are the following Committees:
  - The Grievance Redressal Cell which includes the Sexual Harassment Grievance Redressal Cell and the Grievance Redressal Cell for Persons With Disabilities;
  - The Anti-Ragging Cell;
  - The Career Guidance Cell;
  - The Women's Cell;
  - The SC/ST and Minorities Training Cell;
  - The Counselling Cell;
  - Faculty Advisors;
  - Students' IQAC members; and
  - Class Representatives.

Structural characteristics

- The College has a Principal, two Vice Principals, a Director of Self-financing courses, a Dean of Academic Affairs and two Staff Advisors
- Every department has a Head of the Department and each class of a department has a Faculty Advisor and two Class Representatives (a boy and a girl)
- The College has an effective Mentoring system launched in 2014 and UG students of the college are assigned Mentors. There are 33 Faculty members who are Mentors and the Mentor to student ratio is 1:20.
- Every year the students elect, under the Parliamentary system, the College Student Union. The Union then elects the Office Bearers - Chairman, Vice-Chairman, General Secretary, Arts Club Secretary, Chief Student Editor, Lady Representatives, Class Representatives, and Secretaries to the various Subject Associations. About 96 members form the elected student body from which the Office Bearers are 14 members
- For women students of the College there is a separate Grievance Cell as well as a Women's Study Cell.
- There is a separate Grievance Cell for Persons with Disability

(PWD)

- The College has 2 counsellors (Psychology) available for students and parents and a group of faculty members providing counselling services to students.
- The College has a Canteen, a College bus service, a College Co-operative Store and a mini snack counter, Boys and Girls Hostels, Computer Lab with Internet & Wi-Fi facilities, photocopy facilities and printing facilities
- Every department has a functional smart-classroom usually assigned to the final year students in which ICT (projectors and screens) facilities have been made available. Four departments have Seminar Halls with all ICT requirements

Functional characteristics

- Vice Principals and Staff Advisors coordinate student affairs with the Student Union, guide and monitor Student Clubs and arrange orientation for the 1st year students and their parents
- Orientation programmes are held every year for the new batches of students joining the college.
    - A three day orientation is provided for first year UG students of all departments who are newly admitted to the college every year.
    - Orientation is given to students and parents on the first day. All the new students and parents gather together and the Principal addresses them, after which resource persons invited for the occasion speaks to the gathering. This is followed by a multi-religion prayer service and a lighting of the lamp ceremony.
    - The departments conduct orientations for their new students on the two days following the group orientation. The departments invite subject experts to speak to the first year students for these orientations.
    - The Vice Principals and Staff Advisors coordinate these orientations with the help of HODs and Faculty Advisors of the Departments as well as the Student Union. The Senior students from the departments function as volunteers and help the freshers during such orientations.
    - Besides these, library orientation programmes are conducted for new batches.
- The elected Student Union meets regularly and discusses student issues and makes suggestions for improving students support through feedback given to Vice Principals and Staff Advisors. Vice Principals and Staff Advisors meet with the Student Union representatives regularly and are updated on issues.
- Various co-curricular activities of the College are organized and

conducted by the College Union under the guidance of the Staff Advisors.

- Economically weaker students are provided meals as part of the Noon Meal Programme of the Mar Ivanios College Charity Fund since 2011. Initially the Programme was sponsored by the PTA of the College. Currently the Middle East Chapter of the College Alumni association AMICOS funds the programme. Every year Rs. 50,000 is credited to the Noon Meal Programme account at the College Cooperative Bank (SB A/c. No. 3227) by the AMICOS chapter. During 2016-17, Rs. 75000/- has been promised by the Degree students' batches of 1991-1994. Till last year, in a year, on average, 2 students from each class of all departments of the College are provided coupons for noon meals from the College Canteen under this scheme and around 700 coupons are distributed. Names of deserving students are forwarded to the Mar Ivanios Charity Fund by Faculty Advisors.
- The Vice Principals and Staff Advisors together with the elected Student Union encourage and coordinate student participation in extracurricular activities such as fests, University Youth Festivals etc. They provide support for departmental and inter-departmental fests organized by the students as part of programmes of departmental subject associations and Extension Activities/ Student Clubs.
- Various departments have subject associations which organize activities and events which help the students keep abreast of advancements in their respective subject areas. Student representatives elected as Subject Association Secretaries organize lectures, seminars, debates etc, related to their main subject of study under the guidance of the teachers of their respective Departments. Competitions are held and proficiency prizes awarded on the College Day.

5.1.2 What provisions exist for academic mentoring apart from classroom work?

- The college has had an effective Mentoring system from 2014. Faculty members mentor a group of students assigned to them from different classes. The students meet their Mentors at least 3 times a semester. The Mentors provide personal as well as academic guidance to students and keep track of the student's academic progress through a Mentor's diary for each of their assigned students. The Mentors also review the student's needs and guide the students in accessing the facilities provided by the College such as Remedial Classes, Noon Meal Programme and financial assistance by directing them to persons in charge of these facilities.
- From 2013 the College has a Student Support Programme (SSP)

which provides remedial coaching and academic support to academically weaker students coordinated by SSP team.

- The SSP utilizes the grant provided by the Directorate of Collegiate Education- New Initiatives in Higher Education and functions in accordance with the terms and conditions of the Directorate.
- The classes are conducted by course teachers with support from Faculty Advisors.
- Five departments of the College offer remedial coaching under the Student Support Programme – English, Mathematics, Commerce, Zoology and Botany
- Ten students each of all these subjects from odd and even semesters are given coaching classes during an academic year. 150 students of the College benefit from this programme.
- Students who require remedial coaching are identified on the basis of poor academic performance in examinations.
- Regular attendance is maintained and average attendance has been 80%
- Additionally to improve results individual departments arrange special classes for academically weaker students.

5.1.3 Does the College provide personal enhancement and development schemes for students? If yes, describe techniques employed e.g., career counselling, soft skill development, etc

- The Mar Ivanios BEC Study Centre, set up in May 2007, offers training for the Cambridge Business English Certificate Vantage examination.
    - The British Council supports the Center's training for the BEC courses. Participants are specially trained to qualify themselves in the modern global scenario with good knowledge of English communication skills. The College is an approved Cambridge University ESOL examination Centre as well as a member of the British Council Exams Partnership Programme "Advantage".
    - The Centre has trained and presented around 260 students in ten batches for the Cambridge BEC Vantage exams from September 2007 till date.
    - The Centre has been able to maintain a uniformly high pass percentage. The average pass percentage now stands above 85%, which is well above that at the international level for the BEC exams.
    - The last two batches produced 100% pass.
    - Mar Ivanios College is now registered with Cambridge English portal which connects the College with employers

across the world.

- The College Career Guidance Cell organized the Cambridge University Centre Chennai's, "Skills for Work" Programme aimed at enhancing soft skills of the students, for the final year students of all departments for the academic years 2014-15 & 2015-16. The focus of the sessions were on CV writing and Interview Skills. Such sessions are also held by corporates like McKinsey, which benefited 300 students in 2014-15.
- The College is a centre for the ASAP, Level 1 Programme, a State Government sponsored training programme aimed at skill development and increasing employability of students.
    - The Level 1 Programme combines three courses, namely, Communication Skills in English, Basic IT and an Elective Domain Specific Skill Course.
    - This programme is for 15 1st year students of UG departments and has been in effect from 2014-15. 15 students were selected from various first year degree courses of Mar Ivanios College to undergo the ASAP foundation course.
    - The Foundation classes consist of communicative English and IT course and the classes were taken after the regular class hours. The Students after completion of the course appeared for the APTIS Test. Ms. Sabira of I Economics secured first position for APTIS in Thiruvananthauram District in 2015.
    - After the test the students are given training in skill centers outside the college and they attend 2 months internship in various public as well as private sectors. Skill courses such as Automotive Machining Technician, Certificate in Accounting and Certificate in Business Administration are offered as part of this programme.
    - Mar Ivanios has been a training partner of ASAP since 2014, in the TPS scheme.
    - The scheme partners higher education institutions with the ASAP Mission in training graduate and post graduate students as Skill Development Executives (SDE). The TPS encourages Departments of English to develop qualified professionals for prospective SDE selection.
    - The TPS is a residential programme for 21days. Final Year degree students awaiting results and PG students are eligible to apply. The selection procedures are done by the ASAP Kerala.
    - The first batch at MIC began on May 7 2014. There were 27 students from different colleges (9 boys and 16 girls).The second batch began on May 10, 2015.There were 28

students. The college hostels provide accommodation for the students.

  - Ms.Reny Skaria, Faculty, Department of English is the Director of the Programme. The master trainers for TPS are Ms Meenu Jose, Ms. Resmy Sally Koshy, and Ms Divya Johnson from the English Department and Ms. Karthika from IT.
  - During the 2015 TPS programme, Shri.Rajiv Pratap Rudy, the Minister of State (Independent Charge) for Skill Development and Entrepreneurship visited Mar Ivanios College and interacted with the ASAP students and trainers.
  - College was awarded a five star ranking for its excellence in TPS Training.

- The college offers an array of extension activities and student clubs which aid in the development of extra-curricular and artistic talents of the students such as the NCC, Army Air-Force and Navy wings, NSS, Debate Club, Theatre Club, Quiz Club, Film Club, Farm Club etc. These clubs offer the students a chance to hone and develop their skills and abilities. Under the guidance of the Faculty members in charge of these clubs the students themselves organize events.
- Ivano-Fest, a three day arts & cultural inter-collegiate fest is organized and managed by the College Student Union. They arrange for sponsorship and organize the various events. Attractive prize money is offered in these competitions.
- The students of various departments of the college show their leadership and management skills in organizing various inter-departmental student events such as debates, literary events and cultural competitions in coordination with the Students Union and the Staff Advisors.
- The students are also made in charge of the academic events and seminars organized by departments of the college and this adds to their personal development and enhances their leadership skills.

5.1.4 Does the College publish its updated prospectus and handbook annually? If yes, what are the activities / information included / provided to students through these documents? Is there a provision for online access?

- Prospectus and Handbook are updated and published annually.
- Prospectus provides information on the history and tradition of the college, campus facilities, the courses offered and eligibility criteria, admission guideline, fee structure.
- Hand book provides vision and mission, academic calendar, course titles and codes of the departments
- Both the Prospectus and Handbook are available on the college website www.mic.ac.in in a downloadable format. They can also be

accesses from Appendix 5.A (Prospectus) and 5.B (Handbook).

5.1.5 *Specify the type and number of scholarships / freeships given to students (UG/PG/M.Phil/Ph.D./Diploma/others in tabular form) by the College Management during the last four years. Indicate whether the financial aid was available on time.*

- Around 58 scholarships are distributed through Endowment Funds and around 20 prizes set up by representatives of the management, alumni, etc; the list of such scholarships and prizes is accessible at Appendix 5.C.
- In addition to the above prizes and scholarships, the PTA gives away 52 merit awards to students every year as an incentive to achieve academic excellence.
- The Alumni association AMICOS has instituted awards of Gold Medals for First Rank winners and other prizes to ranks holders(upto 5th rank)
- The awards and scholarships were made available on time to the students and this helped them in their academic requirements.

5.1.6 *What percentage of students receives financial assistance from state government, central government and other national agencies? (e.g., Kishore Vaigyanik Protsahan Yojana (KVPY), SN Bose Fellow, etc.)*

Name of Grant	Number of Student beneficiaries			
	2012-13	2013-14	2014-15	2015-16
Post Matric	18	23	35	28
Central Sector	41	52	40	54
State Merit	3	9	12	8
Hindi Scholarship	12	13	15	11
University Merit	91	83	80	86
Higher Education	54	59	53	58
Prathibha	-	-	13	13
Total % (approx)	31.3%	34.1%	33.2%	34.4%

The funds were directly credited to the bank accounts of the student beneficiaries by the State and Central government agencies. The College does not have data on the total amount received by the students

as the money was directly credited to the students. The College facilitated the process by providing information to students and details to the agencies. Approval was given by the College office to the agencies after verifying that a student met the criteria required to avail a grant.

5.1.7 Does the College have an International Student Cell to cater to the needs of foreign students? If so, what measures have been taken to attract foreign students?

Yes, the College has an International Student Cell.

- The Centre for International Academics in Mar Ivanios College was instituted in 2015 to facilitate global learning and it has undertaken IISAC's (International Institute for Scientific and Academic Collaboration) Semester India Program (SIP) as its first Programme.
  - The Programme started on 1 September 2015 with three students from two Universities of USA (Grand Valley State University, Michigan & St. Mary's College, Maryland).
  - Seven Courses were offered to foreign students as part of the IISAC's Semester India Program (SIP). The regular faculty of the College as well as guest faculty from various institutions outside rendered their service as faculty for the Programme.
  - Apart from the academic sessions, the IISAC's Programme included a two-week Kerala Tour and a one-week North India Tour.
- The English and the Commerce departments have 5 Iranian scholars pursuing their doctoral research. A student from Zimbabwe is doing his UG studies at the Commerce department.
- Foreign students come to the college through the parent University, and more infrequently, through the ICCR. At present the College does not have any source or facility other than the ISSAC to attract foreign students.

5.1.8 What types of support services are available for

- *Overseas students*
  - The International Student Cell attends to the needs and requirements of the overseas students
  - Hostel facilities are provided for the overseas students.
  - Any requirements in everyday and academic matters are dealt with by the International Student Cell
- *Physically challenged / differently abled students*
  - The college has a Grievance Cell for Persons with Disability (PWD) constituted as per the directive of the Government.

- Physically challenged / differently-abled students are provided separate rooms and facilities to write their examinations. The provision of availing scribes is also provided.
- Ramps are available on the ground floors of the different blocks of the college.

- *SC/ST, OBC and economically weaker sections*
  The college has an Equal Opportunities Cell and SC/ST/OEC Welfare Cell which ensures that the students are made aware and are provided the available Government and private scholarships. They are also given fee concessions, financial aid and noon meals through various available schemes.
- The college has a UGC scheme of remedial coaching for SC/ST/OBC (non-creamy layer) & minority community students. The details of the scheme of remedial coaching for SC/ST/OBC (non-creamy layer) & minority community students from 2014-16 is given in section .

DEPT	NO. OF STUDENTS	TEACHERS	NO. OF HRS ENGAGED	NO. OF TESTS CONDUCTED	RESULT		
					APPEARED	PASSED	FAILED
UG							
Zoology	78	2	15	2	78	74	4
Commerce	71	4	34	8	71	67	4
Total	149						
PG							
Zoology	13	2	7	1	13	10	3
Commerce	29	2	20	10	29	29	-
Tourism	10	2	20	4	10	9	1
Total	52						

- *Students to participate in various competitions/ conferences in*

India and abroad:

- Information on competitions and conferences International as well as national are displayed on the college notice board. Additionally every department has notice boards where details of field specific competitions/ conferences are displayed.
- The Student clubs of the college keep the students updated on the competitions and opportunities available in connection to each particular club's area.
- The Student Union encourages and helps the student to participate in competitions. The Union also organizes events and conducts arts and cultural competitions where the students get an opportunity to showcase their talents and win prizes.
- The Student Union organizes the inter-collegiate cultural fest of the College – Ivano-Fest. They arrange for sponsorship and organize the various events. Attractive prize money is offered in these competitions and registration fees for various events are set by the Union. The Fest was organized in 2013 and 2016. Events included in Ivano-Fest are Best Journalist, Group Dance, Group Music (Instrumental and Vocal), Fashion Show, Treasure Hunt, Quiz, Painting etc
- The Management provides financial support, food, accommodation and transport for students attending events and competitions, especially the Kerala University Youth Festival. An amount of Rs 8-10 lakhs is set apart for this every year.
- Students participating in sports events, international as well as national are provided comprehensive support in academic and financial requirements in coordination with the Physical education department.
- The college provides encouragement for the students by giving prizes for winners and special achievers during the College Day every year.

- *Health centre, health insurance etc.*

  First aid facility is available for the students at the Vice-Principal's room, Science Labs and at the Ladies Waiting Rooms. A resting room with a bed and other facilities is available at the Ladies Waiting Room. Two trained nurses are part of the college administrative staff and they are available to attend to the medical needs of the students and the staff.

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

  - The College is a centre for the ASAP, Level 1 Programme, a State Government sponsored training programme aimed at skill development and increasing employability of students. See section 5.1.3 above for details.

- The Mar Ivanios BEC Study Centre, set up in May 2007, offers training for the Cambridge Business English Certificate Vantage examination. . See section 5.1.3 above for details.
- The College Career Guidance Cell various skill development programmes. See section 5.1.3 above for details.
- The IT Club of the college offers a short term IT course for the degree students. The classes are taken by the members of the IT Club who are free-lancers and experts in technology.
- An Add-On certificate course in IT is also offered by the College. The instructors of this course are subject experts.
- 10 add on skill courses are offered by the College (see section 1.1.1)

- *Performance enhancement for slow learners / students who are at risk of failure and dropouts*
  - The college has a Student Support Programme which provides remedial coaching and academic support to academically weaker students.
  - Probable dropouts and academically weak students are provided counseling at the college Counselling cell.
  - Departments conduct regular Parent-Teacher meeting programmes -"Open House" every semester. The academic progress of students is constantly monitored.

- *Exposure of students to other institutions of higher learning/ corporates/ business houses, etc.*
  - Classes by resource persons from eminent institutions are arranged for the students to provide them exposure to other organizations.
  - Students of Commerce, Journalism and Tourism departments have internships at eminent institutions
  - The Science Departments of the College organize regular industrial visits and subject specific study tours. Faculty members accompany students on study tours.
  - The following internships/visits/tours have been conducted in the last 4 years

DEPARTMENT	INTERNSHIP/VISIT/ TOUR	YEAR			
		2013	2014	2015	2016
Tourism	Internships for PG at Tour operation companies(Thomas Cook, SOTC Kuoni, Intersite, Great India Tour etc) /Star hotels	✓	✓	✓	✓

Journalism	Internships at media organizations (Asianet, Kairali, Mathrubhumi, Malayala Manorama etc)	-	-	✓	✓
	Visit to All India Radio, Trivandrum	-	-	-	✓
	Visit to Asianet, Trivandrum	-	-	✓	-
Commerce	Internships For PG at Travancore Titanium Products/KSIDC/KTDC/ Cooperative banks/ RUBCO	-	-	-	✓
Physics	UG project at VSSC	-	-	-	✓
	Koodamkulam Nuclear power plant			✓	✓
	Radio Astronomy Centre, Ooty				✓
Chemistry	Field visit to FACT (Kochi & Aluva)	✓	✓	✓	✓
	PG project – 2 months at CESS Akkulam & Ayurveda College, Trivandrum	✓	✓	✓	✓
	Visit to NIIST, Trivandrum	✓	✓	✓	✓
	Visit to Tuber Research Institute, Trivandrum	✓	✓	✓	✓
Botany	Plant collection visits to Wayanad Ooty and Munnar	✓	✓	✓	✓
	Visit to TBGRI, Palode	✓	✓	✓	✓
	Visit to Athmalayam, Parasala(for Botany interdisciplinary Open Course-Horticulture students)	-	-	✓	✓
	UG project at Biogenics, Trivandrum	-	-	✓	✓
Zoology	Marine specimen collection, Tuticorin	✓	✓	-	-

	Residential Nature Camp in forest (with authorization from Govt. Forest Department)	✓	✓	✓	✓
	Tour to CMFRI, Kochi	✓	✓	✓	✓
	Tour to Mysore Zoo	✓	✓	✓	✓
	Tour to Soil Research Lab, Trivandrum	-	-	✓	-
Biotechnology	Visit to TBGRI, Palode	✓	✓	✓	✓
	Study tours to botanical gardens	✓	✓	✓	✓
	Visit to CFTRI, Mysore	-	-	-	✓
	UG project at Biogenics, Trivandrum	✓	✓	✓	✓

  - For more details of all the above types of academic support systems, see Criterion 2 above

- *Publication of student magazines*
  - The College magazine is published every year as part of the Student Union activities. The college Magazine Editor is part of the Student's Union.
  - The Journalism department publishes a monthly student newsletter- *Nethra* which has been in print since 2011. The English department's student newsletter *Imprint* has been in print since 2013. The Economics department has a department magazine – *Economic Spectrum*. Copies of *Nethra* and *Imprint* are available on the College website. The departments provide encouragement with the faculty members guiding the students in the various aspects of editing and publishing.

5.1.9 *Does the College provide guidance / coaching classes for Civil Services, Defense Services, NET/ SLET and any other competitive examinations? If yes, what is the outcome?*

- The Civil Service Examinations Coaching Centre offers coaching to civil service aspirants. This centre offers coaching and guidance to students to appear for various competitive examinations, including the Civil Service Examinations (UPSC). This is an off-

campus centre of the Civil Service Academy, Pala, which has a track record of over 27 students who have cleared the UPSC exams. The Civil Service Academy has been functioning since 2014. Outcome is awaited.

- The College has a UGC supported scheme for NET coaching for SC/ ST/ minority students.
- The College NCC unit provides guidance to students interested in Defense Services.
    - Training is given to NCC, Air, Navy and Army units by Officers and this helps those who aspire to a career in defense.

5.1.10 Mention the policies of the College for enhancing student participation in sports and extracurricular activities through strategies such as

- *additional academic support, flexibility in examinations*
    - The College has a policy to attract and bring to college the best sportspersons at the school level. It makes a concerted search for the best talents in Athletics (Men and Women), Basketball(Men), Cricket (Men), Table Tennis (Men), Shuttle Badminton (Men and Women), Cross Country (Men and Women) and Lawn Tennis teams; they are regular winners at University and State level events. We have also managed to attract special talent like Sanju V Samson of the English Department who was selected to the Indian cricket team; he has also been a regular for the Rajastan Royals and Delhi Daredevils in the IPL; Anjana Krishna, of the English Department is an International level junior Chess player, who has represented India in International events. Grandmaster L. Narayanan has joined BA English class during 2016-17. There are also several State and National level individual Athletics performers. They are given full support by the Faculty Advisor and the College management.
    - Students participating in sports events, international as well as national are provided comprehensive support in academic and financial requirements in coordination with the Physical education department.
    - Remedial classes and retests for internal examinations are arranged for students participating in sports events.
- *Special dietary requirements, sports uniform and materials*
    - The sports teams and individual students are given special boarding and lodging facilities. Their dietary requirements are sponsored by the Kerala State Sports Council and financial support is provided to the students to avail the special sports menu as suggested by the Kerala State Sports Council.

- The sports teams and individual students representing the College have a College sports uniform provided by the college.
- The outdoor requirements for sports practice and all necessary materials are provided by the College. The College has 2 Basketball courts, a stadium and an expansive practice ground for athletics practice.
- The Basketball team of the College is coached by Mr. Jose Philip. For other events the Physical Education Department of the college provides coaching.

- *Special sports events of the College*
  - An inter-departmental cricket competition is conducted every year by the college.
  - The Mar Ivanios Trophy All Kerala Inter-Collegiate Basketball Tournament is a prestigious Inter-collegiate and Inter University Basketball tournament conducted by the college. The Mar Ivanios College Basketball team has won the rolling trophy in this sport event in the last 3 years.
  - Participation of MIC students in sport events:

	2013		2014		2015	
	P*	M*	P	M	P	M
International	3	1	8	2	4	2
National	53	11	45	12	66	12
State/ University	113	44	140	58	136	75

* P – PARTICIPATION; M - MEDALS

5.1.11 *Does the College have an institutionalized mechanism for placement of its students? What services are provided to help students identify job opportunities, prepare themselves for interview, and develop entrepreneurship skills?*

- The College has a Career Guidance Cell which helps the students in identifying and accessing job opportunities.
- College Career Guidance Cell has a tie-up with Allianz, Techno Park, Trivandrum, for the students of the B.Com Department since 2013-14. The students are offered a Training Programme as part of this tie-up.
  - The terms and conditions of this Programme was designed by Allianz in consultation with the College authorities.
  - Students are selected on the basis of merit for this Programme.

- The students have to attend a minimum of total 100 hours training at Allianz, Techno Park
- After completion of the Training Programme and clearing all assessments, the qualified students get a completion certificate from ACIS, Allianz.
- 9 B.Com students were selected for the Programme in the academic year 2013-14 and 14 B.Com students were selected in the academic year 2014-15
- The College Career Guidance Cell organized the Cambridge English, Cambridge University Centre Chennai's, "Skills for Work" Programme aimed at enhancing soft skills of the students, for the final year students of all departments for the academic years 2014-15 & 2015-16. The focus of the sessions were on CV writing and Interview Skills. Corporate houses like McKinsey also offer soft skills training for students and training to face interviews, etc; around 300 students benefited from the programme of McKinsey in 2014-15.

5.1.12 *Give the number of students selected during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).*

NAME OF COMPANY	2013	2014	2015	2016
McKinsey			7	7
Metrohm India Ltd		2		
Zifi Technologies			3	
Wipro		6		
Allianz	9	14		
South Indian Bank	6			
Surya TV				6

Some possible factors affecting low recruitment on campus:

- More than 75% of UG students go for higher studies.
- There are no thoroughly job-oriented UG course other than the B.A in Journalism, Mass Communication and Video Production. Even for this course more than 25 % prefer to go for a higher degree. Most of the rest are absorbed into media houses.
- Campus employment could pick up when the first batch of B.Voc students in Software Development and Tourism pass out in 2017.
- A majority of PG students enter into the teaching profession..
- The Career Guidance Cell also initiated action to streamline and professionalize its career guidance strategies.

5.1.13 *Does the College have a registered Alumni association? If yes, what are its activities and contributions to the development of the College?*

- The College has an Alumni association – AMICOS.
  - The Association aims at establishing and maintaining close contact and friendship with all those who leave this College after their studies. Old students are enrolled as members and are informed of the various activities, progress and achievements of the College.
  - AMICOS has a website www.amicos.in. On-line registration by former students is enabled through this website.
  - AMICOS organizes an annual get together at the College every year. The executive committee of AMICOS is elected annually and is responsible for the functioning of the Association.
  - The AMICOS has been actively involved in the developmental activities of the College. The association has made liberal contribution to the development of the infrastructure of the College. To commemorate the memory of Rev. Dr. Geevarghese Panicker who served as the Principal of the College for 18 years, AMICOS is generating a fund, targeting Rs 1.5 crores, for the construction of a Fr. Geevarghese Panicker International Research Centre
  - The College Noon Meal Programme for economically backward students is sponsored by the Alumni Association's Chapter from the Middle East. Every year Rs. 50,000/- is contributed by the Chapter from the Middle East for the Programme. The amount is utilized effectively for Noon Meal Programme by the Mar Ivanios College Charity Fund.
  - The AMICOS has instituted awards of Gold Medals for First Rank winners and prizes to winners of other ranks of this College.
  - AMICOS Merit Day is organized to honour the toppers of the final year UG and PG degree examinations. The students of the College who qualified the Civil Services Examination are also honoured in this function.
  - The Archbishop Benedict Mar Gregorios Award, instituted by the AMICOS in 1997, is given to an eminent person for his contributions to the society in various fields. The award winner is selected by a committee of experts. The AMICOS Excellence Award is given to a notable alumnus every year. The old students can nominate the awardee either online or otherwise. Shri. K. Jayakumar IAS, Chief Secretary, Govt. of Kerala, Shri. G. Vijayaraghavan, Founder CEO, Techno Park , Founder, NISH and member, Planning board, Govt. of Kerala are alumni who have been honoured in 2013 and 2016 respectively.
  - From 2015 AMICOS has conducted a workshop for the final year UG and PG students to provide career guidance.

5.1.14 *Does the College have a student grievance redressal cell? Give details of the nature of grievances reported and how they were redressed.*

The college has a Grievance Redressal Cell.

- The Student's Union meetings give an opportunity for the students to air their grievances. The representatives of the student's union bring these issues to the attention of the Staff Advisors and the issues are dealt with as deemed appropriate.
- Faculty advisors and Faculty Mentors who interact with students as well as Counselors, HODs, Faculty Members, Principal and Vice-Principal are all available and the students have the freedom to approach them at any time to for grievance redressal.
- The college has a separate Women's Grievance Redressal Cell constituted as per the directive of the UGC to redress the grievances of the lady students and the women-members of the staff of the College.
- The college has a Grievance Cell for Persons with Disability (PWD) constituted as per the directive of the government.
- There is also a formal mechanism for students to lodge their grievance; they can do this online through the IQAC website. However, most grievances do not reach the stage of necessitating a formal complaint; they are usually redressed after meeting the Vice Principals or Staff Advisors
- Some Grievances reported and actions taken:

GRIEVANCES REPORTED	ACTION TAKEN
Hectic semester schedule with 2 internal examinations	The number of internal examinations was reduced to one a semester as per University system.
Special parking facility for students with disability	Special provision for parking the vehicles of students with disability within the campus given
More facilities for pure drinking water	Water coolers were installed in different blocks
Retest and attendance of students participating in competitions	Examination and Attendance Committees took appropriate measures
Facilities at the Ladies	Arrangements for first aid made

Waiting Room	and a water cooler was installed. The Waiting Room remains open till 5pm for the convenience of the female students
Update sound system at the College auditorium	New equipments and facilities provided
Quick publications of examination results	Results are published without excessive delay. College is trying to be quicker in the publication of results.

5.1.15 *Does the College have a cell and mechanism to resolve issues of sexual harassment?*

Yes. The College has an Anti-Sexual Harassment Committee with a senior faculty member as Presiding Officer. The College's active Women's Study Unit also provides support to the female staff and students.

5.1.16 *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. The college has an Anti-Ragging Committee. Any form of ragging is strictly forbidden in the campus in accordance with UGC norms. Anti-ragging notices are displayed on the college notice boards throughout the year. Students have to sign an Anti-Ragging undertaking on admission. Complaints of ragging are minimal; the few ones were taken care of by the respective Faculty Advisor.

5.1.17 *How does the College elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co - curricular activities, research, community orientation, etc. ?*

- Departments conduct regular Parent-Teacher meeting programmes - "Open House" every semester. These meeting provide an opportunity to get feedback from the parents and the students.
- The Department of Physics has initiated a Science Popularisation Programme for school and college students. The Science Facilitation Centre, set up in Feb. 2007, aims to inspire, motivate and promote scientific curiosity and creativity among students through its motto "Come! Experience, Enjoy and Explore Science".
    - Fifty students selected from different schools in Thiruvananthapuram district regularly come to the SFC for nurturing their scientific talents.

- The classes focus on the practical aspects of Physics and the students use the lab facilities of the College
- The BSc and MSc Physics students act as facilitators; this helps them to experience their subject from a different perspective.

- Students of the College visit orphanages and charity homes regularly.
  - UG students give classes to the children at the Jayamatha Orphanage, Nalanchira.
  - NSS volunteers of the College and other students help at the charity home *Snehaveedu*. NSS volunteers of the College and other students also visit Shalom school for mentally challenged children, Vattapara.
  - A few students gave special lessons in music, drawing etc. for inmates of Vocational Rehabilitation Centre (VRC) Nalanchira during 2015-16.
  - Students on their individual behalf are part of various charity movements and organizations involved in anti-cancer programmes.
  - As part of the student extension activities of the college, students are involved in the NSS, Lehari Virudha Club (Students Against Narcotics Club), Health Education and Community Health Activity. These clubs aim to make the students aware of social issues, related to community awareness, health and addiction.
  - Social service/Extension Activities such as NCC, NSS, Theatre Club etc are mandatory during Semester 3 and 4 for degree students. The activity is of 20 hour duration in each semester and carries 2 credits. Semester 1 & 2 degree students are also required to be part of an Extension Activity/ Student Club as part of the curriculum.
  - A more detailed list of extension activities can be found in the section on Extension in Criterion 3.
- The college conducts Orientation programmes for the new batches of students joining the college.
- The college has a Research Promotion and Research Ethics Committee and aims at achieving excellence in teaching as well as research.

5.1.18 What special schemes/mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural events, etc?

- The College has a very vibrant arts, culture and sports ecosystem, which churns out winners with great regularity. Students from all over Kerala seek admission because of this reputation.

- The College has won the Ambili Aravind Ever-Rolling Trophy for the Kerala University Youth Festival eight times in the last ten years. Details are given below in the sections which follow.
- The focus areas for the College in sports and games are Athletics, Basketball and Cricket. However we have had State players in a variety of sports and games like Fencing, Table Tennis, Tennis, Cycling, Rowing, etc.

- The Extension activities/ Student Clubs (mentioned above) are included as part of the curriculum (in semesters 3 and 4 with 2 credits) and this provides the students with opportunities to participate in extracurricular activities. There are 17 of these clubs:
  1. Health Education Club
  2. Debate Club
  3. Environmental Activities
  4. Human Rights Forum
  5. Community Health Activity
  6. Performing Arts Club
  7. Media Club
  8. NSS
  9. NCC
  10. Sports Club
  11. Science Club
  12. Nature Club
  13. Theatre Club
  14. Planning Forum
  15. Literary Club
  16. Women's Study Unit
  17. Anti-ragging Cell
- In addition to these clubs, attendance for which is mandatory for 2nd Year UG students, the following clubs also function on campus: Music Club, Farm Club, Film Club, ED Club, Quiz Club and Tourism Club. The full list of clubs is available in the College Handbook.
- Information on competitions and conferences, International as well as national, is displayed on the college notice board. Staff Coordinators of Clubs visit classes to inform students of the various club activities and motivate them to join the clubs.
- The Student Union encourages and helps the student to participate in competitions. The Union also organizes events and conducts arts and cultural competitions where the students get an opportunity to showcase their talents and win prizes.
- The Union organized an inter-collegiate cultural fest of the college – Ivano–Fest in 2013 and 2016. The Union along with the students of the College arranged for sponsorship and organized the various events. Attractive prize money is offered in these competitions and registration fees for various events are set by the Union. Events included in Ivano-Fest are Best Journalist, Group Dance, Group Music (Instrumental and Vocal), Fashion Show, Treasure Hunt, Quiz, Painting etc

- The college provides financial support, food, accommodation and transport for students attending inter-college extra-curricular activities. Students participating in sports events, international as well as national, are provided comprehensive support in academic and financial requirements in coordination with the Physical education department.
- The college provides encouragement for the students by giving prizes for winners and special achievers during the College Day every year.

5.1.19 *How does the College ensure participation of women in 'intra' and 'inter' institutional sports competitions and cultural activities? Provides details of sports and cultural activities in which such efforts were made?*

- The college has a Women's Study Unit which organizes classes, seminars and events for the female students of the college. Other special events for women include the following:

PROGRAMME	YEAR			
	2013	2014	2015	2016
Seminars on Women's rights and issues		✓	✓	✓
Food Fest		✓	✓	✓
Martial arts classes for female students	-	-		✓
Stitching classes			✓	✓
Miss Ivanios Competition	-	-	✓	-

5.2 Student Progression

5.2.1 *Provide details of programme-wise success rate of the College for the last four years. How does the College compare itself with the performance of other autonomous Colleges / universities (if available)*

PROGRAMME-WISE PASS PERCENTAGE

PASS PERCENTAGES OF UG PROGRAMMES					
	2011-12	**2012-13**	**2013-14**	**2014-15**	**2015-16**
B.Sc. Mathematics	90.63	81.96	82.46	70.69	61.54
B.Sc. Physics	79.59	82.61	79.17	83.33	58.82
B.Sc. Chemistry	76.47	73.47	65.22	78.18	60.38
B.Sc. Botany	84.09	76.19	80.39	79.59	60.98
B.Sc. Zoology	75	82.22	80.43	74.47	61.90
B.Sc Biotechnology	68	91.30	86.21	85.19	45.45
B.A. English	51.11	84.62	84.91	87.72	73.08
B.A. Economics	67.65	64.86	72.58	62.69	35.66
B.A. JMCVP	87.80	87.88	83.33	82.05	65.85
B. Com.	65.38	76.32	86.49	84.72	87.14
Total	**74.46**	**78.24**	**80.08**	**78.29**	**61.77**

PASS PERCENTAGES OF PG PROGRAMMES					
	2011-12	**2012-13**	**2013-14**	**2014-15**	**2015-16**
M.Sc. Mathematics	61.11	83.33	70	55	94.44
M.Sc. Physics	76.92	92.31	76.92	DNA	66.67*
M.Sc. Chemistry	80	75	83.33	71.43	81.25
M.Sc. Zoology	100	100	83.33	100	100
M.A. English	73.68	95.24	88.89	95.83	95.83
M.A. Malayalam	NA	NA	NA	63.63	100
M. Com.	85	93.75	90	100	95.45
M.T.A.	100	100	66.67	87.5	58.33*
Total	**80.91**	**90.38**	**81.03**		

UNIVERSITY RANKS SCORED BY STUDENTS

PROGRAMME	2012-13	2013-14	2014-15	2015-16
UG PROGRAMMES				
MATHS				III
CHEMISTRY	I	III	II, III, IV &V	I, III
BOTANY	I		I	
BIOTECH		I		III
ZOOLOGY		II & III		
ENGLISH	I		I, II, III	I, II, III
ECONOMICS	I, II, III	I & III		I
JOURNALISM	I	I,II & III		
COMMERCE		I		
P.G PROGRAMMES				
PHYSICS			III	
CHEMISTRY		I		
ZOOLOGY		II	I	
ENGLISH			I	
MALAYALAM			I, II, III	
COMMERCE			III	
TOURISM		I,II & III	I,II, III	

LIST OF RANK HOLDERS 2015-16

PROGRAMME	RANK	NAME OF STUDENT
B.A Economics	I	Adithi C. Nair

B.A Journalism	I	Akshara A.K
	II	Parvathi R.S Nair
	III	Keerthana M.
B.A English	I	Lekshmi R
	II	Heba Varghese
	III	Arsha
B.Sc Chemistry	I	Anjali Anand
	III	Greeshma G.
B.Sc Biotechnology	III	Gowri Binayak

LIST OF RANK HOLDERS 2014-15

PROGRAMME	RANK	NAME OF STUDENT
B.Sc Chemistry	II	Amritha A Nair
B.Sc Chemistry	III	Amala Varghese
B.Sc Botany	I	Vignesh R.M
B.A English	I	Priyanka
	II	Anna George
	III	Anu M. Varghese
M.Sc Zoology	I	Reshmi S.
M.A English	I	Sneha J.Daniel
M.A Malayalam with Media Studies	I	Rani R.
	II	Chinchu
	III	Asha V.G
M.T.A	I	Saju Devasia
	II	Ansar B.
	III	John Jacob
M.Sc Physics	III	Neethu
M.Com	III	Gayathri S. Nair

LIST OF RANK HOLDERS 2013-14

PROGRAMME	RANK	NAME OF THE STUDENT
B.Sc Chemistry	III	Ms. Sumi K.S
B.Sc Botany B.Sc Botany& Biotechnology	I	Ms. Namitha Lal Arya Suresh
B.Sc Zoology	II	Ms. Reshmi R.
	III	Ms. Feba Ben Thomas
B.A Economics	I	Ms. Aswani
	III	Ms. Neeraja
B.Com	I	Mr. Amit V. Bhas
JMCVP	I	Ms. Sreekutty s.
	II	Ms. Sarika S. Dev
	III	Mr. Nidheesh Kumar
M.Sc Chemistry	I	Ms. Swathy Suku
M.Sc Zoology	II	Mr. Damaris Benny
MTA	I	Ms. Seeja M.Das
	II	Ms. Sayana K.
	III	Ms. Sruthi S. Nair

5.2.2 *Provide the percentage of students progressing to higher education or employment (for the last four batches) and highlight the observed trends (approximate values).*

STUDENT PROGRESSION (%)	2013	2014	2015	2016
UG to PG	50	56	54	53
UG to employment	8	12	10	4
PG to BEd	46	42	36	23
PG to Mphil	3	2	2	3
PG to PhD	16	13	15	14
PG to employment	47	50	35	26

5.2.3 *What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the College/University?*

DEPARTMENTS	UG COMPLETION RATE % *	
	2015	**2016**
MATHEMATICS	96.7	86.7
PHYSICS	98.2	92.7
CHEMISTRY	100.0	96.4
BOTANY	92.5	77.4
BIOTECHNOLOGY	93.1	84.6
ZOOLOGY	88.7	79.2
ENGLISH	100.0	91.2
ECONOMICS	95.7	100.0
JOURNALISM	100.0	100.0
COMMERCE	100.0	97.2

* COMPLETION RATE is calculated as the percentage of students who wrote their final semester exams from among those who had registered for their first semester

5.2.4 *What is the number and percentage of students who appeared/ qualified in examinations like UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central / State services, Defense, Civil Services, etc.*

NUMBER OF STUDENTS WHO QUALIFIED IN COMPETITIVE EXAMS IN THE LAST FIVE YEARS

NAME OF EXAM	NUMBER
UGC CSIR NET/UGC NET	91
CENTRAL SERVICES	4
STATE SERVICES	14
DEFENSE SERVICES	5

5.2.5 *Provide details regarding the number of Ph.D/D.Sc./D.Litt. theses submitted (A), accepted (B), resubmitted (C) and rejected (D) in the last four years.*

PROGRAMME-WISE DETAILS OF PH.D THESES SUBMITTED

PROGRAMME	A	B	C	D
MATHS	6	6	0	0
PHYSICS	20	18	0	0
CHEMISTRY	10	9	0	0
ZOOLOGY	6	6	0	0
ENGLISH	4	4	0	0
COMMERCE	11	10	0	0
TOTAL	57			

5.3 Student Participation and Activities

5.3.1 List the range of sports and games, cultural and extracurricular activities available to students. Provide details of participation and programme calendar.

- SPORTS PERFORMANCE 2015-16: INTERNATIONAL

NO	NAME	DEPARTMENT	EVENT/ ACHIEVEMENT	PRIZE/ POSITION
1	Sanju Viswanath Samson	III B.A English	Member of Indian cricket team; Captain Kerala Ranji Trophy cricket; IPL player	
2	Anjana Krishna	III B.A English	Asian Inter university chess championship	Bronze
3	Grandmaster S.L. Narayanan	I B.A English	Commonwealth Chess Championship (Open), Colombo; 3-5 August 2016	Silver

NATIONAL:

- All India Inter University competitions held at Patiala from 24th to 27th September 2015

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Jenimol Joy	II B.A Economics	Triple Jump	Gold
2	Anju A.S	II B.Sc Zoology	4x100 m relay	Gold

3	Emmanual M	III B.A JMCVP	Cycling-Track Men	Silver
4	Suneesh S	I B Com	Aquatics	Bronze

Our students also represented the Kerala University team in various events for All India Inter University Competitions (shown in table below).

EVENT	STUDENT REPRESENTATION (NUMBER)
Basket ball	7
Lawn Tennis	4
Cross country (women)	1
Shuttle Badminton	2
Table Tennis (women)	1
Chess (men)	1
Chess(women)	1
Kho-Kho (women)	1
Soft ball	1
Baseball	2
Cricket	2

JUNIOR FEDERATION NATIONAL

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Jenimol Joy	II B.A Economics	Triple Jump	Gold
2	Anju A.S	II B.Sc Zoology	4x100 m relay	Gold (New meet record)

- COLLEGE GAMES

  The following Athletes of our college have won medals in the college games held at LNCPE, Karyavattom from 9th,10th and

11th September 2015.

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Abhilash S	II JMC&VP	Hammer Throw	Silver medal
2	Amal Manohar	III English	400m Hurdles	Silver medal
3	Ajith M.A	III Economics	4x 100 m relay	Gold
4	Twinkle Tomy	III Economics	800m and 1500 m	Bronze
5	Mohammad Yasin	II English	100m	Silver
6.	Shanavaz	I BVoc	200m 4x100 m relay	Bronze Gold
7	Arun D Raj	I BVoc	4x 100 m relay	Gold
8	Nayana James	I BCom	Long jump	Gold
9	Anumol Vijayan	I Economics	5000 m	Bronze
10.	Safeeda MP	II Economics	1500 m	Silver

INTERCOLLEGIATE PERFORMANCE

- The College Shuttle Badminton Team won the bronze medal in the Kerala University Inter Collegiate Shuttle Badminton Tournament 2015-2016 conducted at TKM College, Kollam from 25th to 27th September2015.
- Harikrishna SR 1st Msc Maths and Anjana Krishna S 3rd BA literature were the Individual Champions in Men & women category in the Kerala University Intercollegiate Chess championship held from 29th to 1st October 2015and represented Kerala University team for all India Inter University championship
- Our basketball team has also won Girideepam all Kerala inter collegiate basketball tournament
- Ajeesh Krishnan of 2nd Bcom won the gold medal and Kaneejya A.R of 2nd Maths won the bronze medal in the Kerala University Intercollegiate Boxing championship 2015-16.

The College Basketball team also won the following All Kerala basket ball championships 2015-2016:

- Mar Ivanios Trophy All Kerala Inter Collegiate Basketball Tournament
- Kerala University Intercollegiate champions
- Girideepam trophy all Kerala inter collegiate basketball tournament defeating SB College changanacherry with the score 78-71.
- Jacob Kynady memorial All Kerala intercollegiate-champions
- Viswappan Memorial Basketball trophy –Runners
- UC Cup Inter Collegiate Basketball Tournament-Runners up
- Fr. PC Mathew SB College Trophy at Changanassery- Runners up

SPORTS PERFORMANCE 2014-15: INTERNATIONAL

NO.	NAME	DEPARTMENT	EVENT/ ACHIEVEMENT	PRIZE/ POSITION
1	Sanju Viswanath Samson	II yr English	Member of Indian cricket team	
2	Anjana Krishna	II yr English	Member, Indian junior girls chess team for Common wealth Games held at Glasgow, Scotland	Bronze
			Member, Indian chess team	Gold medal in World University Chess championship held at Kuala Lumpur, Malaysia
3	Akhil A R	I yr Economics	Member Indian Basket ball team for the Junior Asian Basketball championship held at Doha, Qatar.	

NATIONAL GAMES-2015

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Manu Kuriakose Zachariah	3rd Year English	4x400 m Relay	Silver
2	Jeffy Jacob	1st Year BVOC	Tennis	Bronze
3	Nayana James	1st Year BCom	Athletics	Participant
4	Mohammed Yasin	1st Year English	Athletics	Participant
5	Harikrishnan M.	3rd Year BCom	Table Tennis	Participant
6	Bharath Krishnan B. S.	1st Year BCom	Table Tennis	Participant

- JUNIOR NATIONAL ATHLETIC MEET HELD AT VIJAYAVADA

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Safeeda M. P.	1st Year Economics	1500 m	Second
2	Safeeda M. P.	1st Year Economics	2000 m Steeple Chase	New meet Record
3	Twinkle Tomy	1st Year Economics	1500m	Third
4	Mohammed Rasheed P. K.	1st Year Commerce	4x400 m	First
5	Anju A. S.	1st Year Zoology	4x400 m relay	First
6	Amal Manohar	2nd Year English	Athletics	Participant
7	Jenimol Joy	1st Year Economics	Athletics	Participant
8	Nayana James	1st Year Commerce	Athletics	Participant

9	Sirajudeen C.	1st Year English	Athletics	Participant

- ALL INDIA INTER UNIVERSITY COMPETITIONS

NO.	NAME	DEPARTMENT	EVENT	PRIZE/ POSITION
1	Manu Kuriakose	3rd Year English	200 m	Bronze
2	Mohammed Yasin	1st Year English	4x100 m relay	Gold
3	Vaisakh S. S.	3rd Year Economics	4x100 m relay	Gold
4	Anoop K. P.	2nd Year MCom	Yachting	Bronze
5	Prince S.	2nd Year English	Yachting	Bronze

- In the year 2014-2015 our students represented the Kerala University team in various events for All India Inter University Competition.

EVENT	STUDENT REPRESENTATION (NUMBER)
Athletics	12
Basket ball	5
Base ball	1
Boxing	1
Cross country- women	3
Cycling (Men)	2
Fencing(Men)	1
Shuttle Badminton (women)	2
Shuttle Badminton (men)	1
Lawn Tennis	2

Table Tennis(men)	2
Netball	5
Kho Kho(women)	1
Softball (men)	1

- INTER-COLLEGIATE PERFORMANCE

- The college Athletic team retained the overall championship this year. The college Table Tennis team won the Winners trophy and the college Basket Ball team won the runners-up trophy.

EVENT	PRIZE/ POSITION
Athletics	Overall championship
Table tennis	I
Cross road (women)	II
Lawn Tennis	I
Shuttle Badminton	I
Cricket(men)	Runners up
Basket Ball	Runners up
Net ball (men)	Runners up

- The college basketball teams also won following All Kerala basketball championships 2014-15

1. Mar Ivanios Trophy All Kerala Inter Collegiate Basketball Tournament
2. Didymus 1st Memorial Intercollegiate Basketball Tournament-Pathanapuaram
3. TK Madhav Memorial Intercollegiate Basketball Tournament- Nangiarkulangara
4. Fr.PC Mathew SB College Trophy at Changanassery-Runners up
5. Kerala University Inter Collegiate Basketball Tournament-Runners up
6. ICBL-Indian College Basketball League-Runners up

In addition to this, the College Players got placements in various departments like Indian Army, Kerala Police, Kerala Eletricity Board,

Indian Railways and Customs &Central Excise

5.3.2 Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc.

LIST OF WINNERS SOUTH ZONE YOUTH FESTIVAL 2015-16 AT MANGALORE

No.	**Name**	**Item**	**Prize**
1	Ardra M. A.	Folk Orchestra(Group)	First
2	Ardra M. A.	One Act Play	Third
3	Mahalekshmi S.	Folk Orchestra(Group)	First
4	Mahalekshmi S.	Mimicry	Third
5	Arju R.	One Act Play	Third

LIST OF WINNERS KERALA UNIVERSITY YOUTH FESTIVAL 2015-16 AT CHENGANNUR

Over All Championship Winners – Mar Ivanios College (167 Points)

No.	**Name**	**Item**	**Prize**
1	Reshma M.	Light Music(Famale)	Second
2	Reshma M.	Hindustani Classical Vocal(F)	Second
3	Reshma M.	Gazal(Female)	First
4	Adithya S. P.	Gazal(Female)	First
5	Amrutha Jayakumar	Gazal(Female)	Second
6	Hazeena T.T.	Short Story Writing Malayalam	First
7	Rani Monachan	Mono Act Female	First
8	Mahalekshmi S.	Bharatanatyam (Female)	First

9	Mahalekshmi S.	Folk Dance(Female)	Second
10	Mahalekshmi S.	Kathaprasangam	First
11	Mahalekshmi S.	Mimicry	First
12	Mahalekshmi S.	Mono Act	Second
13	Anjali Menon A. J.	Kathakali (Female)	First
14	Ardra M. A.	Mohiniyattom	Second
15	Jas J. R.	Duffmutt	First
16	Arun Raj R. A.	Mimicry	First
17	Arun Dev S.	Fancy Dress	Second
18	Ambili N. Kumar	Painting	Second
19	Soumya A. R.	Rangoli	First
20	Group Item	Group Song	First
21	Group Item	Folk Song	First
22	Group Item	Group Dance	Second
23	Group Item	Oppana	First
24	Group Item	Margamkali	First
25	Group Item	Keralanadanam Group	First
26	Group Item	Kolkali	Second
27	Group Item	Debate English	Second
28	Sidharth Lal	Hindustani Classical Vocal	Third
29	Akhil K. N.	Stringed Instrument Guitar	Third
30	Aswin C. Chandran	Tabala	Third
31	Sreedev S.	Percussion Eastern	Third
32	Sreedev S.	Ganamela	Third

33	Sreedev S.	Vrindhavadhyam	Third
34	Group Item	Thiruvathira	Third
35	Group Item	Debate Malayalam	Third
36	Haniya Cunvel	Poetry Writing Arabic	Third
37	Haniya Cunvel	Mime	Third

LIST OF WINNERS SOUTH ZONE YOUTH ESTIVAL 2014-15 AT TUMKUR

No.	**Name**	**Item**	**Prize**
1	Aravind R. Puthussery	Mime (Group)	Third
2	Aravind R. Puthussery	Mime	Third
3	Aravind R. Puthussery	One Act Play	Third
4	Aravind R. Puthussery	Spot Photography	Second
5	Mahalekshmi S.	Folk Orchestra(Group)	Third
6	Mahalekshmi S.	Skit	Third
7	Mahalekshmi	One Act Play	Third
8	Ardra M. A.	Folk Orchestra(Group)	Third
9	Miriam Joice Stewart	Debate	Second

LIST OF WINNERS KUYF 2014-15 AT KOLLAM

Over All Championship Winners– Mar Ivanios College (123 Points)

No.	**Name**	**Item**	**Prize**
1	Reshma M.	Light Music (Famale)	First
2	Reshma M.	Hindustani Classical Vocal (F)	Third
3	Reshma M.	Gazal	Third
4	Sidharth Lal	Hindustani Classical Vocal (Male)	Second
5	Amrutha	Gazal (Female)	Second

	Jayakumar		
6	Akhil K.N.	Guitar	First
7	Mahalekshmi S.	Bharatanatyam	Second
8	Mahalekshmi S.	Kuchipudi	First
9	Mahalekshmi S.	Kathaprasangam	Second
10	Mahalekshmi S.	Folk Dance	Second
11	Mahalekshmi S.	Mono Act (Female)	Second
12	Mahalekshmi S.	Mimicry	First
13	Athidhi C. Nair	Elocution (Malayalam)	First
14	Athidhi C. Nair	Elocution (English)	Second
15	Aswin R. S.	Elocution (Hindi)	First
16	Aswin R. S.	Recitation (Hindi)	First
17	Al Ameen	Essay Writing (Malayalam)	First
18	Al Ameen	Short Story Writing (Malayalam)	First
19	Arun Raj	Mimicry (Male)	First
20	Group Item	Group Song	Second
21	Group Item	Vrindavadhyam	Second
22	Group Item	Thiruvathira	Second
23	Group Item	Margamkali	First
24	Group Item	Skit	First
25	Joby P. S.	Wind Instrument Eastern	Third
26	Ashwin C. Chandran	Tabala	Third
27	Amrutha Jayakumar	Western Vocal Solo	Third
28	Amrutha	Ganamela	Third

	Jayakumar		
29	Amrutha Jayakumar	Folk Song	Third
30	Arun Dev S.	Kuchipudi(M)	Third
31	Group Item	Group Dance	Third
32	Group Item	Keralanadanam Group	Third

LIST OF WINNERS NATIONAL YOUTH FESTIVAL 2013-14 AT KURUKSHETHRA

No.	**Name**	**Item**	**Prize**
1	Naveen Kumar	Quiz	Second

LIST OF WINNERS NYF 2014-15 AT INDORE

No.	**Name**	**Item**	**Prize**
1	Aravind R. Puthussery	Spot Photography	Third

2011-12 KERALA UNIVERSITY YOUTH FESTIVAL - KOLLAM

Overall Championship	Mar Ivanios College	140 Points
Kalathilakam	Sreedevi S.	21 Points
Kalaprathibha	Adarsh M. A.	17 Points

2012-13 KERALA UNIVERSITY YOUTH FESTIVAL – MAVELIKKARA

Overall Championship	Mar Ivanios College	111 Points
Kalaprathibha	Amar Chand	12 Points

2013-14 KERALA UNIVERSITY YOUTH FESTIVAL - THIRUVANANTHAPURAM

Overall Championship III Position	Mar Ivanios College	112 Points

2014-15 KERALA UNIVERSITY YOUTH FESTIVAL - KOLLAM

Overall Championship I Position	Mar Ivanios College	123 Points

2015-16 KERALA UNIVERSITY YOUTH FESTIVAL - CHENGANNUR

Overall Championship	Mar Ivanios College	167Points
Kalathilakam	Mahalekshmi	21 Points

5.3.3 How often does the College collect feedback from students for improving the support services? How is the feedback used?

- The college collects feedback from students about the mandatory extension activity/ clubs in the fifth semester. This was done in the online mode and the report was shared with the Principal for further action.
- It collects feedback on infrastructure and services available in college from final year UG students. This was done manually and the report was shared with the Principal and Bursar for further action.

5.3.4 Does the College have a mechanism to seek and use data and feedback from its graduates and employers, to improve the growth and development of the College?

- The College, through the IQAC, gets feedback from passing out UG and PG students regarding the curriculum and about their experience in college. Formats of these online feedback exercises are available at Appendix 5….
- The reports are passed on the Principal, who forwards it to HoDs for necessary action.

5.3.5 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

- The College Union brings out the College Magazine annually. The Magazine Editor is in charge of the editing and publishing of this journal. It showcases a wide range of viewpoints and ideas.
- The Journalism and English departments regularly publish their department journals. These can be accessed from the College website.
- All classrooms have their wall magazines where students present their literary and writing/ artistic skills.

5.3.6 *Does the College have a Student Council or any similar body? Give details on its constitution, major activities and funding.*

- Yes, the College has a College Union elected according to the parliamentary system.
- It consists of the Chairperson, the Vice Chairperson, Secretary, two University Union Councilors, Arts Club Secretary, Magazine Editor, two Lady Representatives and class representatives from the I PG, II PG, I UG, II UG and III UG.
- They manage all the arts and cultural programmes on campus. They are fully responsible for organizing IVANO FEST, the annual arts and culture extravaganza;
- They bring out the College magazine.
- They have a budget of Rs 90000/ - for the College magazine Management and PTA spends an average of Rs. 7 lakhs for preparing students for University Youth Festival.

5.3.7 *Give details of various academic and administrative bodies that have student representatives on them. Provide details of their activities.*

- The IQAC has two student representatives, one from UG and the other from the PG level. They constantly bring to the attention of the IQAC problems students face regarding infrastructure, teaching and learning, extra-curricular activities, etc
- The Students IQAC with representatives from all classes coordinate all feedback, provide information of the activities of the IQAC and provide information to their classes about the various student support programmes available on campus.

5.3.8 *Any additional information regarding Student Support and Progression, which the institution would like to include.*

While students who come to the College are extremely talented and motivated, it is felt that student support programmes could be streamlined to enable it to reach and benefit a larger number of students.

Mar Ivanios has a rich and noble tradition of a student friendly campus. Faculty and students always maintain their strong bond with the College. Many previous batches have conducted Guruvandana and honoured their teachers.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 *Institutional Vision and Leadership*

6.1.1 *State the vision and mission of the College*

Motto:

"VERITAS VOS LIBERABIT" (Truth shall liberate you)

VISION:

- To be an internationally recognized institution of excellence in higher education, inculcating the values of truth and charity for the protection and promotion of human dignity and of a cultural heritage, through teaching, research, and extension activities dedicated to society.

MISSION:

- To produce intellectually trained, morally upright, socially committed, spiritually inspired and ecologically conscious young men and women, irrespective of caste, creed, gender or nationality, who would be dedicated to working for the good of society, the nation and the world;
- To create a vibrant academic community known for its innovation, intellectual rigour and social commitment through internationally validated teaching-learning, research, co-curricular and outreach processes in the faculties of Arts, Science and Commerce; and
- To ensure the academic, social, and spiritual development of students who belong to the Malankara Syrian Catholic Church into responsible citizens of India and the world, thus actualizing the dreams of the Venerable Founding Fathers.

6.1.2 Does the mission statement define the College's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, College's traditions and value orientations, vision for the future, etc.?

Yes. See section 1.1 for details.

6.1.3 How is the leadership involved in

- *Ensuring the organization's management system development, implementation and continuous improvement.*
    - The college has a Managing Council and Governing Council which regularly chalk out plans for development and improvement. The Manager is represented in the campus by a residential Bursar who oversees and ensures all necessary infrastructural development. Staff members have the freedom

to meet with the management for any interactions, suggestions and communications. The Patron/ Manager and Co-Patron visit the college several times a year and encourage and motivate both staff and students.

- All the statutory bodies of the autonomous college have clearly defined tasks which are carried out efficiently. Meetings are held according to a clear schedule, scrupulously following the UGC guidelines for autonomous college
- The College has a clearly defined organizational structure which ensures that all levels of the administration work together for common goals; the structure is given in section 6.6.2 below.

- *interaction with stakeholders*
  - Management and Administration regularly interact with staff, parents, alumni, students, and the public.
  - Feedback from students, staff, parents, alumni, university representatives and industry are taken either through a formal mechanism or through meetings of different bodies (BoS/ Academic Council/ PTA, etc)
  - Inputs from stakeholders are used to:
    - Improve the infrastructure;
    - Revise the curriculum;
    - Review the teaching-learning and evaluation processes;
    - Settle grievances of the different stakeholders;
    - Improve the functioning of the various committees;
    - Acknowledge and publicly appreciate the meritorious services rendered by the faculty in various academic and administrative matters;
    - Review the functioning of the administrative wing;
    - Plan for the future academic and infrastructural development of the college

- *reinforcing culture of excellence*
  - Merit is given the highest priority in both admitting students to courses and in appointing teachers.
  - All achievements by students and teachers are publicly acknowledged and instituted awards are given.
  - Teachers are strongly encouraged to take up research, present papers at conferences and take up necessary faculty development programmes.
  - The Research Promotion and Ethics committee awards prizes to the best researchers on campus. Research is strongly promoted; for the achievements in research, please see Criterion 3.

- Keeping in mind the vision and mission and the future prospects of the college, there is a carefully calibrated effort to appoint the best people to all administrative and academic positions in College, to set goals for them and help them to achieve the stated goals.
- Internal evaluation is taken very seriously with internal tests for UG students run as a model of the End Semester Examinations.
- Teaching-learning and evaluation processes are monitored through feedback on teachers by students and on teaching and learning in each semester.
- There is constant encouragement to transact the curriculum efficiently with student-centric methods, curriculum enrichment strategies and beyond-the-classroom scholarly activities. This is implemented through the various lectures of external experts, national and international seminars, field trips, internships, etc (see Criterion 2 for more details).

- *Identifying needs and championing organizational development (OD)*
  - When the Govt. of Kerala took the policy decision of granting autonomy to colleges, the Management strongly welcomed the initiative and became one of the two colleges in the University of Kerala to become autonomous since 2014. The Management took keen interest in setting up all statutory bodies related to autonomy.
  - Statutory bodies and various committees were formed in college with guidelines on what was to be done and how it could be done. The guidelines were framed by the IQAC.
  - Meetings were made mandatory and task setting was made collaborative to achieve the best possible results.
  - There is constant instigation from the leadership to ensure that all committees and bodies function as they should by self-establishing their own charter of functions and duties in tune with the core functions of each committee.
  - The IQAC has played its role in promoting organizational development through the various guidelines issued by it. For more information see section 6.2 below or the IQAC website.

6.1.4 Were any of the senior leadership positions of the College vacant for more than a year? If so, indicate the reasons.

No.

6.1.5 Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?

Yes. Minutes of all meetings have been recorded.

6.1.6 Does the College promote a culture of participative management? If yes, indicate the levels of participative management.

Yes, the College promotes participative management ensuring the involvement of all stakeholders, viz., students, parents, staff, alumina, industrialists, university representatives etc. It does this through:

- Meetings of students with faculty advisors at department level;
- Periodic meetings of parents and faculty advisor;
- Regular departmental meetings involving HODs and faculty members (keeping in view the creative suggestions of students and parents)
- General staff meetings involving principal, teaching staff and non-teaching staff (if necessary);
- Concerted efforts of the Principal for personal interactions with faculty members;
- Constitution of Board of studies with due representation of faculty members, university representatives, industrialists, alumina etc;
- Unanimously elected college council for policy making decisions;
- Meetings with democratically elected student union members;
- Different committees (around 42 nos.) like, research committee, admission committee, ethics committee etc with teaching and non-teaching staff as its members (see the College handbook on the College website for full details).

6.1.7 Give details of the academic and administrative leadership provided by the University to the College?

- The university sends its nominees to the administration bodies such as Governing body (1 member), Academic council (3members), Board of Studies (1 members for each BoS)
- The university structured a Syndicate sub-committee to monitor all the activities of autonomous colleges.

6.1.8 How does the College groom the leadership at various levels?

- The College and the Management has the following policies with regard to grooming leadership:
    - Careful and considered selection decisions will be made to identify the best person for each leadership role in College;
    - Necessary posts/ designations will be created to increase the administrative efficiency of the College;
    - Wherever possible, a significant period of time (minimum two years) will be given to these selected leaders to grow into their roles. Expectations will be set for them and their leadership qualities will observed, with all necessary support from the

Management to help them grow into their roles;
  - Being a co-educational institution with more that 60% of both staff and students being woman, an effort will be made to bring more women into leadership roles;
  - Attempts will be made to give leadership roles to all faculty members so that there is always a talent pool of leaders.
  - These policies can be seen in practice in the appointment of
    - Lady Vice-Principal for 2014-16;
    - Lady Staff Advisor for students during 2014-16;
    - Lady Superintendent of Exams from 2016;
    - Lady Director of Self-financing courses from 2016;
    - Lady NCC Army ANO from 2015;
    - Lady Dean of Academics in 2016;
    - Lady Co-ordinator for the crucial Equal Opportunities Cell in 2016;
    - Two Vice-Principals in 2016;
    - A Controller of Examinations and a Deputy Controller of Examinations in 2016;
  - The assignation of leadership roles is also seen in the following posts/ designations:
    - Heads of Departments;
    - Faculty Advisors (there are 56 Faculty Advisors in charge of 56 classes at the UG and PG levels);
    - Coordinators of various Staff Committees and Student Committees (45);
    - Course Coordinators for every Course Committee (around 75);
    - Coordinators of Add-on courses;
    - Coordinators of Special Programmes (IDE, IGNOU, BEC, DBT Star, CPE, etc)
- The Management is also giving serious consideration to the recommendations of the IQAC to:
  - Have leadership training camps for teachers;
  - Make a few senior teachers with leadership potential do the Post Graduate Diploma in Educational Management and Administration of IGNOU.

6.1.9 Has the College evolved any strategy for knowledge management? If yes, give details.

The knowledge created in the College by the staff and students of the College constitute the intellectual property and assets of the College over which the College has exclusive rights. They include:

- The dissertations produced by the UG, PG and PhD students of the College;

- The PhD and Post-Doctoral dissertations of teachers;
- The conference papers published in College;
- The reports of Major and Minor Research Projects;
- The lecture notes and lesson materials prepared by the teachers;
- The assignments and seminar presentations of students;
- The various administrative manuals of the College like Admission Regulations, Academic Regulations, Examination Regulations, the College Handbook and Prospectus, the policy documents of various bodies like the IQAC;
- The question papers of internal and end semester examinations;
- Records of all the events on campus.

Knowledge management is the management of the above knowledge.

It is ideal that this is managed from a central location and is accessible to all the stakeholders of the College. If any of the knowledge created is seen to be private to the college or certain stakeholders only, it should be accessible only to this set. With this perspective, the Librarian was entrusted with task of managing the created knowledge. Consequently a Digital Repository has been set up into which this knowledge base can be uploaded. Users can access this knowledge database through subject and keyword search. The process has started for uploading created knowledge into this digital repository and uploading of at least 75% of the available knowledge base has been targeted by March 2017.

6.1.10 *How are the following values reflected in various functions of the College?*

- *Contributing to national development*
  - Participation of students in NCC, NSS and various club activities.
  - Commemoration of various nationally significant days like Republic Day, Independence Day, Gandhi Jayanthi etc.
  - Participation of NCC cadets every year in Republic Day Camps and parades.
  - Village adoption initiatives by NSS volunteers.
  - Free medical and blood donation camps at rural and backward areas
  - Participation in hazard relief activities (recently – aid to Chennai drought victims)
  - College has been selected by the Kerala Vigilance and Anti-Corruption Bureau for setting up a task force in eliminating corruption (similar to student police cadets).
- *Fostering global competencies among students*

- Spoken English classes, NET and bank coaching.
- Center for IAS coaching
- Additional Skill Acquisition Programme of the Govt of Kerala.
- Ensuring the use of projectors and smart boards by the PG students during their seminars as part of internal assessments.
- Imparting computer and software skills to Commerce graduates.
- Ensuring participation of students in exhibitions, fests and youth festivals organised by various institutions and universities.
- Ivano-fest and other departmental fests organised by the initiative of students with complete support and encouragement of the college community.
- Participation of PG students and researchers in seminars and workshops.
- Formation of different associations, like commerce association, developing the leadership and managerial skills of the students.
- Inculcation of environmental values through compulsory course in Environmental Studies.

- *Inculcating a value system among students*
  - Value education hours in each semester (also free hours owing to casual leave of faculty members are engaged by the teachers in charge of value education)
  - Two day orientation session at college and departmental level for UG and PG freshers.
  - Constitution of Ethics committee to look into moral behaviour and code of conduct students.
  - Two full time psychological counselors for dealing with the problems of students.
  - Actively functioning campus ministry and prayer group. First Friday Holy Mass for Catholic faculty and students.
  - MIC charity fund for noon meal scheme.
  - Blood bank formed by students.
  - Organ donation programme of the NSS.
  - Celebration of different regional and national festivals.
  - Guruvandanam: students' tribute to teachers as part of Teachers' day.
  - Two drop boxes for collecting clothes to be distributed to the poor.
  - 'Save a Rupee, Save a Life' coin drop boxes at various spots within the campus for providing financial assistance to economically backward cancer patients.

- *Promoting use of technology*
    - Timely updated college website with notification of admissions, interviews, exam time tables;
    - Wi-Fi and internet facility;
    - Official e-mail ID for teachers through which all communications are send by the Principal and administrative offices.
    - Official class email IDs for all batches to which all information is shared.
    - SMS notifications to staff and students of important events/ programmes/ examinations/ fee payment, etc.
    - Student portal for checking the status of attendance and exam registration.
    - Online attendance entry by teachers, communication of absence being sent to the contact numbers of parents.
    - Email ID (internals@mic.ac.in) for sending in the internal question papers prepared and typed by the teachers themselves.
    - Use of projectors and smart boards by the students and staff.
    - Ensuring the use of projectors and smart boards by the PG students during their seminars as part of internal assessments.
    - Short training sessions on SPSS and other software packages.
- *Quest for excellence*
    - Ensuring the participation of teachers in orientation and refresher courses.
    - Encouraging the teachers to pursue PhD and post doctoral study.
    - Ensuring the participation and paper presentations of teachers, researchers and PG students in national and international seminars and workshops.
    - Publications of research papers in peer reviewed journals.
    - FLAIR for new and upcoming teaching faculty.
    - Many teachers are pursuing part time courses like MBA and other PG diplomas (college being a study center for IGNOU)
    - Classes for students being handled by eminent retired faculty.
    - Ensuring that few hours of teaching is done by research scholars.
    - Intelligent selection of subjects for open courses so as to accustom the students with knowledge which will help them in their future life rather than just gaining academic grades.

6.1.11 Give details of the UGC autonomous review committee's recommendations and its compliance.

Autonomy was conferred only in 2014 and the first review is due in 2020.

6.2 Strategy Development and Deployment

6.2.1 Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.

- *Curriculum development*
  - New self-financing courses would be started at the UG and PG level taking into account the needs of society, industry requirements and the recommendations of subject experts. There would a simultaneous attempt to ensure adequate infrastructure for the identified programmes. At least one self-financing course would be started every new academic year.
  - At least one twinning programme and one dual/ integrated degree programme would be started within the next two years.
  - At least one new skill oriented add-on course would be started every year.
  - The e-content modules and model syllabi created by the NSDC should be incorporated in the programmes in Tourism and Computer Science.
- *Infrastructure*

  A 10 year infrastructure plan would be prepared taking into account projected new courses for the next 10 years. Blueprints and architectural drawings would be put in the public domain.
- *Teaching and learning*
  - Faculty development programmes on teaching and learning would be conducted at least once every year;
  - Training would be given to teachers to incorporate ICT more efficiently into their classroom practices;
  - New teachers would be encouraged to do the Post Graduate Diploma in Higher Education of IGNOU.
- *Research and development*
  - Teachers would be strongly encouraged to do as many Major and Minor research projects as possible. Every department should have at least two major research projects and three minor research projects in a 5 year period.
  - Every department should organize at least one international conference and 2 national conferences in a 5 year period.
  - Every teacher should have at least one conference proceeding publication/ publication in a peer-reviewed research journal every year.
  - Research departments should have formal tie-ups MoUs with industry and national research institutes; at least one tie-up should be established every year.

- Focus in the next five years should be on inter-disciplinary research.

- *Community engagement*
  - Every department should plan their community engagement programmes at the beginning of the academic year and submit it to the Principal. These could include adoption of a class in a school to teach students, visits to hospitals, old age homes or orphanages with clear objectives, support for areas suffering from natural calamities every year (like fisher-folk in coastal areas), etc.
  - The College should establish tie-ups with established NGOs.

- *Human resource planning and development*
  - Taking into account projected new programmes, the Management would plan to identify teachers of department/ retired teachers/ fresh candidates as teachers for these programmes. Planning would be done in advance to ensure that good candidates are selected for these programmes.
  - Training/ orientation sessions would be given to all teachers by senior faculty.

- *Industry interaction*

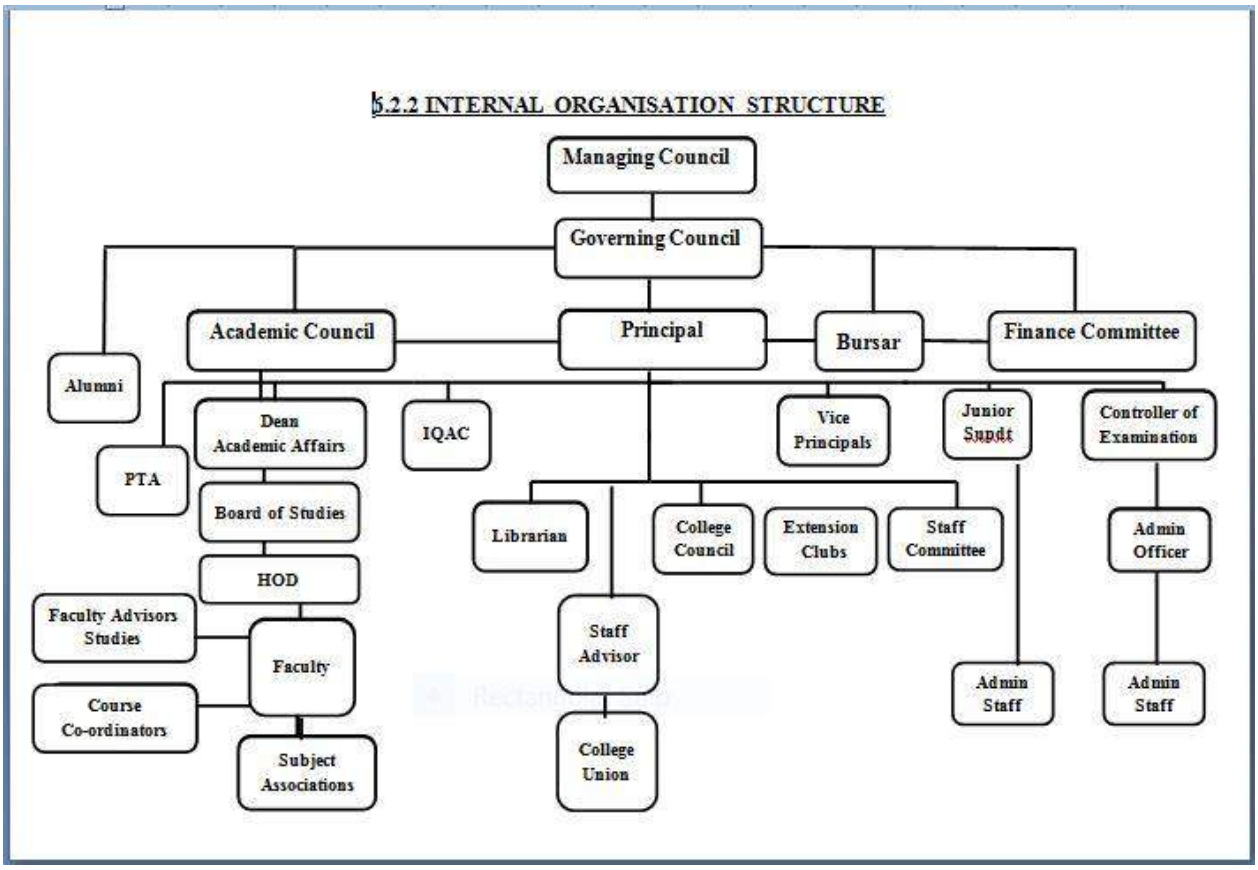
  Every effort would be made to collaborate at different levels with representatives of industry. This could be through representation on BoSs, forming department-industry interfaces to work on the requirements of industry, etc.

- *Internationalization*
  - All departments would seriously explore the possibility of international student exchange programmes through accredited organizations which cater to this need, like the ISSAC.
  - All departments would explore the possibility of entering into MoUs with international colleges/ universities for twinning degree programmes and credit transfer.
  - All departments would plan to include internationally valid course modules into their curriculum which would help students gain admission in foreign universities.
  - The English department could consider the possibility of incorporating IELTS/ TOEFL modules into the UG English language programmes.

6.2.2 Enunciate the internal organizational structure of the College for decision making processes and their effectiveness

The College has a clearly defined organizational structure honed through experience for optimum and effective decision making and

and implementation. The organizational structure is below:



6.2.3 Specify how many planned proposals were initiated/ implemented, during the last four years. Give details.

Around 10 proposals were initiated/ implemented

- The UGC accepted and sanctioned the proposal for third phase of UGC College with Potential for Excellence status;
- DBT accepted and sanctioned the proposal for second phase of Star College Scheme for the College;
- Scheme of autonomous college: Mar Ivanios College was granted autonomous status by the UGC on 13th June 2014.
- B.Voc and M.Voc Programmes: UGC sanctioned two B.Voc courses in Tourism and Hospitality Management and B.Voc in Software Development in the year 2014. M.Voc programmes in the above streams are also sanctioned. Classes will start soon.
- DDU Kaushal Kendra was implemented in 2015. M.Voc courses are sanctioned by Kaushal Kendra.
- Self financing courses: We have two self-financing courses: B.Com and B.A (English)
- M.Phil in Malayalam and Physics have been sanctioned in the

current academic year

- Proposal for UGC Aided Women's hostel has been accepted.
- The construction of the Centre for Research building is in progress.

6.2.4 *Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?*

Yes, the College has a formally stated quality policy as highlighted in its Vision and Mission Statement and motto. Every possible measure is taken to ensure qualitative dissemination of knowledge in the pursuit of creating a responsible generation. The institution has a decentralized responsibility pattern with due accountability to its key positions.

- The Principal and IQAC ensure that the policy objectives and statements are well communicated to all levels for implementation.
- The steps initiated by different departments in implementing the policy objectives are periodically reviewed by the Principal, Dean and the IQAC members and necessary directions are given for revision if needed.
- Constant review of performance of faculty, motivation for acquiring higher academic and research degrees and use of innovative teaching methods to be at par with the young techno savvy generation.
- Constant upgradation and revision of syllabus and teaching learning process.
- Collaboration with other institutes of repute and with industry.
- Formation of various clubs ensuring the active participation of its members with view to nurture and strengthen extra-curricular activities.
- A Student Excellence Committee has been formed and different awards and endowments are declared for acknowledging the excellence of students in curricular and co-curricular activities.

6.2.5 *How does the College ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?*

The institution has a humanitarian approach and focuses on dealing with the issue at zero level so as to eliminate or minimize the causes and chances of grievances. The institution has formal measures and mechanisms for addressing the grievances of all its stake-holders within the campus.

Grievance Redressal for Students and Parents:

- The grievances and apprehensions of the student community are first addressed at the departmental level by the respective faculty advisors and HODs. All the faculty members are accessible either

through phone or e-mail (contacts published in college handbook and website) which make interactions possible even for NRI parents and guardians.

- Actively working counseling cell with two full time councilors.
- Mentoring programmes with 20 students under direct supervision and care of a faculty.
- Various committees and cells have been formed to take care of different issues viz.,
  1. Discipline committee / Anti-ragging committee
  2. Grievance Cell for Persons with Disability
  3. Internal Complaints Committee / Anti-sexual harassment committee
  4. Equal opportunities cell and SC/ST/OEC Welfare and Grievance Redressal Cell
  5. Women's Grievance Redressal Cell etc.
  6. Democratically elected representatives of the students union meet the principal, vice-principals and dean directly to communicate and share their opinions, views and grievances.

Grievance Redressal for Teaching and Non-Teaching staff:

- Easily accessible and approachable Principal and Vice-Principals for personal interaction and sharing of concerns.
- General staff meetings with Principal and Managing Council members.
- Non-teaching staff can share their apprehensions through Office Superintendent and directly to the head of the institution as well.
- Actively functioning staff associations provide a platform for sharing the apprehensions and opinions.

6.2.6 Does the College have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?

- Feedback is taken in the online mode from students on:
  1. Curriculum;
  2. Teachers;
  3. Teaching and learning in the semester;
  4. Infrastructure and facilities;
  5. Activities of extension clubs
- Feedback on curriculum will be taken into consideration for 2017 syllabus revision.
- Results of feedback on teachers and teaching are shared by the Principal with individual teachers/ HoDs to address any issue raised.
- Feedback on infrastructure and facilities is shared with the Bursar for necessary follow-up and action.

- Feedback on extension clubs are shared with the coordinators of these clubs.

6.2.7 *In what way the affiliating University helped the College to identify the developmental needs of the College?*

- Representatives in Boards of Studies and councils.
- As a link between UGC and different funding agencies for initiating FDPs, workshops, seminars etc.
- Easily accessible officials at university for NSS and other extension activities.
- Easily approachable officials at Research section providing timely directions for the researchers in fulfilling various formalities.
- The list of approved journals published in university website has evoked the need for publishing the articles in such journals and publications.
- Supports the institution for various add-on and innovative courses.

6.2.8 *Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, In what way College is benefitted.*

Yes. The CDC helps by recommending teachers for UGC Faculty Development Programmes and in procuring grants from the UGC. It also helps in the appointment of substitute faculty for FDP scheme. CDC also forwards all important and relevant UGC circulars and notices to the college. The office of the CDC is very helpful and friendly and they act quickly on office paper work.

6.2.9 *How does the College get feedback from non-teaching, teaching, parents and alumni on its functioning and how is it utilized?*

- The Principal and the Bursar get informal feedback from the non-teaching staff either individually or at non-teaching staff meetings. All legitimate grievances are redressed immediately.
- Feedback from teachers about infrastructure and facilities are taken formally in the online mode and report shared with the Principal and Bursar.
- Teaching staff and non-teaching staff personally meet Principal and inform him of any needs or grievances at any time, which the Principal takes due note and tries to solve as far as possible.
- Feedback from the alumni is taken in the manual mode for particular departments and in the online mode for alumni in different locations. The format for the feedback is available in Appendix 6.A. Feedback is shared with necessary committees for follow up.

6.2.10 *Does the College encourage autonomy to its academic departments*

and how does it ensure accountability?

Yes the college provides autonomy to its academic departments in admission related matters, syllabus framing, in using and evaluating innovating teaching and learning processes.

- Scrutiny of applications, conduct of entrance exams and selection and admission of students to self financing and add-on courses are done under the supervision and initiative of concerned departments subject to the directions of the council and BOS.
- The department has autonomy in curriculum designing, syllabus framing subject to the approval from academic council, governing body and board of studies.
- All the departments have its members in their respective BOS and have the freedom to suggest the panel of external experts to this board subject to the approval from the Academic Council/ Governing Council.
- Training on innovative teaching practices is provided to the teachers at department level and a feedback of the teaching and learning activities are reviewed at the departmental meetings.
- The PG level internal assessments of the students are done at departmental levels though the institution has an effective centralized evaluation mechanism for UG batches.
- The department organizes seminars, workshops and talks on relevant topics funded by the university, college and in association with other institutions.
- Orders for books, journals and other materials are placed by the concerned departments.
- Accountability is ensured through the academic audit and feedback from students.

6.2.11 Does the College conduct performance auditing of its various departments?

- Yes the college conducts systematic internal audits of its various departments by a team comprising of Principal, Vice Principal, Dean, BOS members and external members.
- Academic audit is done by the Academic Audit committee
- Financial audit is done by government auditors.

6.3 Faculty Empowering Strategies

6.3.1 What efforts are made by the College to enhance the professional development of teaching and non teaching staff?

- Done through IQAC workshop, SPSS training, training on smart board use, etc.
- Faculty members are encouraged to pursue research and publish

research papers.

- Staff members are encouraged to attend Refresher and Orientation programmes.
- Majority of departments conducts seminars, workshops and conferences.
- Training given to staff for using college management software effectively.
- GDS (Galileo) training given to 2 non teaching staff.
- Training is given to non-teaching staff in using the resources of the library.

6.3.2 What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.

Self-appraisal reports have been submitted by teachers in the last three years. The report reveal the number of conferences participated in, papers published, FDPs attended, etc. The major decisions based on the SAR have been presented as recommendations for Strategy Plans in section 6.1 above.

6.3.3 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?

- Co-operative society provides different types of financial assistance to teaching and non teaching staff.
- Canteen/ recreation facilities are made available in the college.

6.3.4 What are the measures taken by the College for attracting and retaining eminent faculty?

- Excellent labs, computer centers, instrumentation and Research centers for promoting qualitative research work.
- E-library facilities.
- Encouragement and support for participation in national and international seminars and workshops.
- Annual research day for felicitating research guides and faculty members for their research achievements.
- Retired eminent faculty are re-appointed with attractive service conditions in the self-financing wing.
- Attractive salary and service conditions for faculty members appointed on contract basis and guest vacancies, increments being provided based on their experience and qualifications.
- Scope and opportunities for being members in different bodies and councils.
- Space and other necessary facilities provided to set up research laboratories.

- The opportunity to work in one of the most reputable colleges in Kerala.

6.3.5 *Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings.*

No. The male – female ratio for both staff and students is known.

6.3.6 *Does the College conduct any gender sensitization programs for its staff?*

- The Women's Study Unit and Human Rights Forum of Mar Ivanios College, conducted a one-day training programme on "Human Rights for Women" in association with the National Human Rights Commission on 5 December 2013. Programme details can be found in Appendix 6.B.
- Sensitizing students on gender issues is one of the stress areas of the counsellors, who meet all the students on campus at least once a semester.

6.3.7 *What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?*

As part of its quality policy a few teachers are sent every year for participating in UGC-ASC orientation and refresher programmes. It has enabled the faculty:

- To know the latest developments in their respective subjects through refresher courses.
- To become computer and internet savvy so as to be more efficient in discharging their duties and more effective in student teaching and interaction.
- To familiarize themselves with different teaching practices followed by different teachers in various institutions.
- To understand student psychology and needs in a more scientific manner.
- To understand the need of linkages between education, industry and society.

6.4 Financial Management and Resource Mobilization

6.4.1 *What is the institutional mechanism to monitor effective and efficient use of financial resources?*

The institution has a Finance Committee with oversees and monitors the funds received from different sources like the UGC XII Plan funds, CPE funds, Autonomy funds, Star College funds, DST-FIST funds etc.

Budgets are created annually on the basis of allocated funds and available funds are distributed to all departments at the meeting of the Finance Committee and the allotment shared with HoDs at a meeting

with the Principal and the members of the Finance Committee.

There is also a Purchase Committee which oversees the proper purchase of all equipment and ensures equitable distribution of available funds.

6.4.2 *Does the College have a mechanism for internal and external audit? Give details.*

The College goes through a process of government-stipulated, mandatory external financial audit once every year.

6.4.3 *Provide audited income and expenditure statement of academic and administrative activities of the previous four years.*

STATEMENT SHOWING THE DETAILS OF UGC GRANT ITEM-WISE ALLOCATION AND RECEIVED UGC XI PLAN FOR THE PERIOD FROM APRIL 2007 TO MARCH 2014 .							
NO	**ITEMS**	**AMOUNT RECEIVED FROM UGC**	**INTEREST**	**Cash Advance from the Manager**	**TOTAL**	**SPENT**	**BA-LANCE AMT OF SPENT**
1	UNDER GRADUATE ASSISTANCE	1,360,000	21,863	0	1,381,863	1,381,863	NIL
2	**POST-GRADUATE ASSISTANCE**						
	a) Mathematics	520,000	28,665	0	548,665	548,665	NIL
	b) Physics	560,000	47,175	0	607,175	607,175	NIL
	c) Chemistry	560,000	33,510	0	593,510	593,510	NIL
	d) Zoology	440,000	22,681	0	462,681	462,681	NIL
	e) English	360,000	20,399	0	380,399	380,399	NIL
	f) Commerce	320,000	20,487	35	340,522	340,522	NIL
	TOTAL	**2,760,000**	**172,917**	**35**	**2,932,952**	**2,932,952**	**0**
3	**PRO-FESSIONAL COURSES**						
	a) BIO-TECHNOLOGY	100,000	2,758	0	102,758	102,758	NIL
	b)Mass Communication	100,000	0	0	100,000	99,980	20
	c)Tourism	100,000	0	0	100,000	100,000	NIL
	TOTAL	**300,000**	**2,758**	**0**	**302,758**	**302,738**	**20**
4	**MERGED SCHEMES**						
a)	Improvement of facilities in existing premises	184,400	0	15,600	200,000	200,000	NIL

b	Special grant for enhancement of initiative for capacity building in Colleges- **Building for new class room**	300,000	0	855,000	1,155,000	1,155,000	NIL
c)	Special grant for enhancement of initiative for capacity building in Colleges- **Furniture**	240,000	0	0	240,000	240,000	NIL
d	Colleges with relatively higher proportion of SC/ST/OBC (excluding creamy layer) and Minorities- **Stipend for students**	480,000	0	0	480,000	480,000	NIL
e	Establishment of UGC-Network Resource Centre(First time assistance)	261,000	4,900	0	265,900	265,900	NIL
	TOTAL	**1,465,400**	**4,900**	**870,600**	**2,340,900**	**2,340,900**	**0**
5	Additional Grant Under Development Assistance	4,500,000	137,259	**0**	4,637,259	4,637,259	NIL
6	Development of Sports infrastructure and Equipment in colleges	250,000	0	0	250,000	250,000	NIL
7	COLLEGE WITH POTENTIAL FOR EXCELLENCE	5,000,000	134,493	0	5,134,493	5,134,493	NIL
	GRAND TOTAL	**15,635,400**	**474,190**	**870,635**	**16,980,225**	**16,980,205**	**20/- refund from UGC**

STATEMENT SHOWING THE DETAILS OF UGC GRANT ITEM-WISE ALLOCATION AND RECEIVED UGC XII PLAN FOR THE PERIOD FROM APRIL 2014 TO MARCH 2017 .						
SL NO	**ITEMS**	**Head**	**AMOUNT ALLOTED**	**AMOUNT RECEIVED**	**AMOUNT SPENT**	**BALANCE AMOUNT OF SPENT**
1	**General Develop-ment Assistance**	Books & Journals (Captial 35)	600,000	600,000	516,781	83,219
		Equipments (Captial 35)	1,100,000	1,100,000	955,282	144,718
		Instrumentation Maintenance Facility (Captial Assets 35) spares	212,200	200,000	124,875	75,125
		Instrumentation Maintenance Facility (General31)	287,800	150,000	67,439	82,561
		Renovation of buildings (Captial 35) and Barrier free education	300,000	300,000	221,704	78,296
		Improvement of existing premises (Captial 35)	689,000	383,000	250,807	132,193
		Competence building initiatives in Colleges (General 31)	300,000	50,000	16,145	33,855
		Cultural activities (General 31)	200,000	-	-	-
		Education innovation (excluding books & journals) (General 31)	225,000	125,000	50,739	74,261
		Field work & study tour (General 31)	275,000	100,000	92,000	8,000
		Extension activities (General 31)	100,000	50,000	35,915	14,085
		Improvement facilities in existing premises - Common room (Captial 35)	300,000	-	-	-
		Carrer &Counselling Cell (1,00,000/- Captial 35),(5,00,000/- General 31)	600,000	600,000	397,639	202,361
		ICT in education (Captial 35)	250,000	117,600	117,000	600
		TOTAL	**5,439,000**	**3,775,600**	**2,846,326**	**929,274**

2	Development of Sports infrastructure and Equipment in colleges	250,000	250,000	250,000	NIL
3	Autonomous	2,000,000	2,000,000	2,000,000	NIL
4	UGC IQAC	300,000	300,000	225,228	74,772
5	Coaching classes for Entry in services for SC/ST/OBC (exculding creamy layer) and Minorities	101,500	101,500	101,500	NIL
6	Remedial Coaching for SC/ST/OBC (excluding creamy layer) and Minorities	114,000	114,000	114,000	NIL
7	Coaching for SC/ST Students and Minority Community Students for National Education Testing	132,500	132,500	132,500	NIL
8	COLLEGE WITH POTENTIAL FOR EXCELLENCE	12,500,000	9,300,000	5,095,175	4,204,825
9	B.Voc Degree Programme (UGC Vocational courses)	6,500,000	6,500,000	5,467,373	1,032,627
10	DDU KAUSHAL KENDRA (UGC Vocational courses)	34,000,000	19,000,000	4,932,968	14,067,032
11	a) Seminar Grant, Department of Zoology	85,000	68,000	68,000	NIL
	b) Seminar Grant, Department of Mathematics	150,000	120,000	120,000	NIL
	c) Seminar Grant, Department of English	150,000	120,000	120,000	NIL
	d) Seminar Grant, Department of Physics	210,000	168,000	168,000	NIL
	e) Seminar Grant, Department of Commerce	150,000	150,000	150,000	NIL
12	MINOR REASEARCH PROJECT- Mr Suju C Joseph-Department of Chemistry	500,000	397,500	397,500	NIL
13	MINOR REASEARCH PROJECT- Ms. Reny Skaria- Department of English	170,000	125,000	125,000	NIL
14	MINOR REASEARCH PROJECT- Ms. Suja Mathai, Department of Chemistry	500,000	375,000	375,000	NIL

15	MINOR REASEARCH PROJECT-Ms. Rshmy Sally Koshy, Department of English	210,000	150,000	150,000	NIL
16	MINOR REASEARCH PROJECT-Ms. Rani Alex, Department of English	220,000	155,000	155,000	NIL
17	MINOR REASEARCH PROJECT-Ms. Preethamol M.K, Department of English	100,000	67,500	67,500	NIL
18	MINOR REASEARCH PROJECT-Ms. Meenu Jose Department of English	160,000	110,000	110,000	NIL
19	MINOR REASEARCH PROJECT-Ms. Divya Johnson, Department of English		20,000	2,000	NIL
20	MINOR REASEARCH PROJECT-Ms. Leenamma Joseph, Department of Zoology		130,000	130,000	NIL
21	MINOR REASEARCH PROJECT-Ms. Mary George, Department of Mathematics		100,000	100,000	NIL
22	MAJOR REASEARCH PROJECT-Ms. Jolly Jacob, Department of Malayalm	874,150	533,650	533,650	NIL

6.4.4 Have the accounts been audited regularly? What are the major audit objections and how are they complied with?

Yes.

6.4.5 Narrate the efforts taken by the College for resource mobilization.

- The Finance Committee prepares the annual strategy for resource mobilizations
- After submitting the Utilization Certificates for the second phase of CPE and the first phase of Star College scheme of the DBT, the College presented a proposal for the next phase which was accepted and sanctioned by the UGC and DBT.
- The Finance Committee taps all possible sources for funds. The College was successful in getting B.Voc courses from the UGC and in setting up a DDU Kaushal Kendra.
- Funding for infrastructure is a major limitation and the Finance Committee contacts all sources including the UGC for funds. A proposal is currently pending with the UGC for a Ladies' Hostel.
- Funding from private sources include funds from Alumni for the Noon Meal scheme and from the PTA collected at admission time. PTA funds are crucial to the College as they are used to pay the average monthly electricity bill of Rs 75,000/-, the salary of all guest lecturers, training for the University Youth Festival etc.

- Funds from the Management are sought when there is any financial crunch or blockage.

6.4.6 *Is there any provision for the College to maintain the 'corpus fund'? If yes, give details.*

The College does not have a corpus fund at present. The practice is for the Management to support in case of emergency.

6.5 Internal Quality Assurance System

6.5.1 *Does the College conduct an academic audit of its departments? If yes, give details.*

- The Academic Audit committee conducted an academic audit for the first time for all departments for 2015-16.
- The committee decided to utilize available data for the first audit rather than go to all departments with a format for audit. This was felt to be as effective as a format to be given to all departments as necessary information could be gleaned from three sources. Moreover, all departments were already facing an overload of requests for data for the reaccreditation report. The three sources identified were:
  - The AQAR of 2015-16, for which information had already been sought from all departments. The AQAR provided information related to the performance of departments in terms of number of papers published, number of conferences attended, number of FDPs attended, the number of academic programmes organized by the department, innovative teaching practices, pass percentage for the different programmes, etc.
  - The second source of data for the academic audit was the online feedback provided by students about the quality of teaching and learning done in the semester, and the problems they faced.
  - The third source of data was the attendance of students. As attendance of students had been entered into the CMS, reports were generated of the number of teaching hours taken for each course/ paper against the hours allotted for the course.
  - The compilation of the data and the preparation of the report are in progress.

6.5.2 *Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?*

Two measures have been taken to bring accountability into the system on the basis of the data received:

- To ensure the syllabus is covered systematically and in reasonable

depth, the Course File system was introduced in 2016-17. The Course File would contain a set of necessary documents which could standardize teaching-learning and evaluation procedures across all departments. The Course File would have the following documents:

- Vision and Mission Statement of the College
- Vision and Mission Statement of the Department.
- Academic Calendar for the Semester.
- Differential Analysis List of the Class (from 2016 admission onwards).
- Time Table of the Department/ Programme with the teaching schedule of the particular course highlighted.
- Course Syllabus with Learning Outcomes for the Programme and the Course (to be given to students at the beginning of the semester).
- Course Teaching Plan in the prescribed format (to be given to students at the beginning of the semester).
- Assignment/ Seminar topics for the course (to be given to students at the beginning of the semester). (Copies of assignment topics given in previous years to be also filed).
- Internal test question papers of the course of the last three years.
- End Semester Examination Question papers of the Autonomy Stream (if available).
- Copy of the CA Mark Sheet of the Course, with the signatures of students.
- At least one sample assignment sheet (corrected; the most recent)
- At least one sample internal test answer paper (corrected; the most recent)
- Listing of details of curriculum enrichment strategies adopted for the Course (internet resources / MOOCs, lectures by external experts/ other teachers, industry visits, field trips, library work, peer teaching by students (with name of student, topic, date)
- Listing of details of Remedial Classes taken for the course, with number of students, topics covered, number of hours taken, and dates.
- Feedback on the teaching of Course taken at the end of the semester; it can be an informal/ oral feedback taken by the Course Coordinator to find out the major problems students faced while being taught this paper so that it can be avoided in the next semester.

- The second step was to make attendance marking by teachers online and into the CMS. Teachers now had the responsibility to

ensure that attendance is given correctly and they take the allotted number of hours. Attendance was calculated on the basis of hours and it was taken for only real teaching hours. Internal marks for attendance was made strictly course-wise as the CMS would automatically calculate it and share it with teacher.

- Both these steps seem to have had a positive impact on improving the quality of teaching-learning and evaluation.

6.5.3 Is there a central body within the College to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The IQAC has the task of continuously reviewing the teaching learning process. It does this through feedback from students on teachers and teaching, doing an audit of the real teaching hours taken by teachers, giving internal marks for attendance course-wise and only for real teaching hours (the hours the teacher actually took class).

At the end of this semester the IQAC intends to check the course files and see the level of compliance of teachers with this method, seek feedback on the Course File system and try to make it more effective and teacher friendly.

6.5.4 How has IQAC contributed to institutionalizing quality assurance strategies and processes?

The main processes through which the IQAC contributed to institutionalizing quality assurance and processes were:

- Creating an online platform for getting feedback from different stakeholders;
- Framing guidelines for various academic and administrative processes to ensure organizational development. These guidelines suggested what should be done and how they could be done to standardize and institutionalize quality processes;
- Creating a non-intrusive technique for academic audit;
- Conducting sessions for teachers on quality processes in an HEI;
- Conducting a two day NAAC sponsored workshop on the theme "Towards Formulating Best Classroom Practices in Teaching-Learning and Evaluation".
- All the activities of the IQAC can be found on the IQAC website.

6.5.5 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

Yes. The IQAC has three external members on its committee. The external members contributed actively and continuously provided inputs and suggestions for quality improvement. Some significant contributions made by them were:

- Their encouragement for and insistence on starting Course Committees and Class Committees;
- Their help rendered for getting very eminent and appropriate resource persons for the NAAC sponsored workshop; and
- Their inputs regarding the process and methods for academic audit; and
- Their help in preparing the College for re-ccredititation.

6.5.6 *Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?*

The IQAC has not conducted any study on the incremental academic growth of students from disadvantaged sections of society. However, it has driven customization of the CMS to report on the academic performance of all students across the six semesters of the programme. All teachers can not only view the profile of all students, but they can also view the marks each student has scored from the tenth standard till the current semester. This provides the teacher with a reasonably valid index of student growth and performance.

6.5.7 *What policies are in place for the periodic review of administrative and academic departments, subject areas, research centres, etc.?*

- The performance of each academic department is reviewed by the teachers of that department. They also provide feedback on the facilities and infrastructure available in campus. This feedback was conducted by the IQAC in online mode and the report has been submitted to the Principal.
- Subject areas are reviewed by the students when they review the curriculum in their final year of study.
- Administrative departments and infrastructural facilities are rated by students; the report is shared with the Principal and the Bursar.
- The functioning of research centres are reviewed regularly by the Research Promotion and Ethics Committee. They provide all details regarding research projects, patenting, etc and encourage researchers to take up research projects on a regular basis.

6.5.8 *Any additional information regarding Governance, Leadership and Management, which the institution would like to include.*

Mar Ivanios College is blessed to have an able and efficient management, which has long years of committed service in the field of education. The cordial and healthy relationship which exists between the management and staff is a rich legacy of the college. Staff members always have a highly respectful relation with the management.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the College conduct a Green Audit of its campus?

Yes. It was undertaken in 2016 by the IQAC members in charge of Criterion 7, Dr P.I Paul of the Zoology department and Dr Suju Skaria of the Botany Department, with the help of the NSS. The format for the Green Audit was created by this team. The Audit can be found in Appendix 7.A.

7.1.2 What are the initiatives taken by the College to make the campus eco-friendly?

- *Energy conservation*
  The main energy expenditure is electricity. The College runs up a bill of around Rs. 80,000/- per month by way of electricity charges. From 2010 onwards there has been a concerted effort to conserve energy. This has been done through:
  - Changing the bulbs to CFL type. Most of the bulbs in the Library and the main bulbs in all departments were changed to CFL bulbs.
  - With the change in technology the attempt is to now use the still more energy efficient LED bulbs. The new administration block coming up behind the present Principal's cabin is illuminated with LED bulbs. More LED bulbs are expected to be put up in all blocks. The Management has budgeted an amount of Rs 12 lakhs for the furnishing of this extension.
  - Rewiring has been done after a long time in the main building and the library building with new generation cables, resulting in lesser transmission losses. ELCBs have been installed across the College. The Management spent an amount of Rs 4 lakhs (approx) for this in the last four years.
  - While more electricity points have come up and new buildings have been erected, the College has been successful in keeping the electricity bill almost constant with these measures.
- *Use of renewable energy*

  The College had seriously considered the use of renewable sources of energy like solar power. However, inputs from other institutions which have switched to solar power are not very encouraging in terms of efficiency. Consequently solar power has not yet been adopted in College, though there is constant conversation between dealers in solar power technology and the management to find the most efficient configuration for the college. It is expected that we would switch, at least partially, to solar power in 2017.

- *Water harvesting*

- Mar Ivanios Vidya Nagar consists of more than 20 educational institutions under the Malankara Educational Society Management with a total area of around 180 acres. The management has given high priority for water harvesting and a tank for water harvesting with a capacity of 40 lakh litres has been built at an expense of Rs. 3 crore. This is a pucca construction and the water in this has been tested and found safe for drinking. This tank is adjacent to the Mar Ivanios College stadium.
- There is also a tank within Mar Ivanios College which is used to preserve water.

- *Check dam construction*

  There is no possibility for such a construction within the campus.

- Efforts *for carbon neutrality*
  - Carbon neutrality is essentially attained through planting more trees on campus. While 15 trees have been cut for furniture, more than 300 trees have been planted on campus. This includes fruit bearing trees like jack fruit and mango.
  - Carbon neutrality measures also involved reducing the use of paper on campus. This has been achieved through the following steps:
    - The entire admission process for 2016 has been made online and paperless;
    - Attendance marking is in the online mode; this has significantly reduced the use of paper.
    - Soft copies of previous years' question papers are available online at the College website for download. This has again reduced the use of paper.
    - The IQAC has significantly reduced the use of paper for its documentation processes. All documents of the IQAC are maintained as soft copies on the IQAC website, including Minutes of Meetings.
    - Notices and circulars to Faculty members from the Principal are given through email. Previously all these were circulated in printed hard copy form.
- *Plantation*

  There is an organic vegetable garden/ plantation on 0.5 acres near the Men's hostel. Further there are small pockets of natural forest areas which have been left untouched and will be preserved as such however much of development may take place.
- *Hazardous waste management*

Hazardous waste is minimal on campus and consists mainly of effluents from the Chemistry lab. These are channeled into soak pits near the labs.

- *E-waste management*

  The College has a tie-up with a firm which handles e-waste. E-waste is removed annually from campus under this agreement.
- Food waste from the canteen and the mess are sent to the pig farm on campus.
- For further details about green initiatives and future plans, please see the Green Audit report.

7.2 Innovations

7.2.1 Provide details of innovations introduced during the last four years which have created a positive impact on the functioning of the College.

This report sees Innovations as newly started processes or events, while Best Practices are effective innovations which have been practiced for a longer period of time. The following are some of the innovations which have created a positive impact on the functioning of the College and individual departments. It may be noted that some of these innovations could well qualify as Best Practices if they have become perfected and systematised practices.

	INNOVATION	IMPACT
1	Admission process for both UG and PG has been made completely online and paperless, including payment of admission fees. It is part of the College Information Management System (IMS)	• The process has become much more efficient and time saving; • It is more transparent and less susceptible to charges of nepotism; • It is system driven rather than individual driven.
2	Attendance entry has been made online. SMS is sent to parents regarding absence. Hard copy is maintained as back up evidence. It is part of the College IMS.	• Students can view their attendance on a daily basis along with percentage. There is a significant reduction in unnecessary absence.
3	Online entry of internal marks into the College IMS. Consolidated reports are generated by the system. This cannot yet be called a best practice as glitches in the software are being rectified.	• Tabulation and report creating done by the system. Standardization of process and lesser errors.

4	Setting up of a butterfly garden by the Dept of Zoology, a conservation–cum – education programme. 75 species of 'butterfly friendly' plants were introduced. Students are in charge of its maintenance and development. It is planned to expand the butterfly garden across the college.	• Helps to gain insight into the life history, behaviour and role of butterflies in sustaining natural ecosystems • Creates a self-sustaining and complex ecosystem, leading to conservation of native plants and organisms • Students earn the benefit of learning though doing and environmental consciousness
5	Use of Smart Boards in classroom teaching. All departments have a 'smart class' and teachers have been given training in its use. They are being extensively used for classroom teaching.	• Leads to better teaching as more planning is necessary; • Helps in the creation, digitization and sharing of learning material
6	Creation of a comprehensive question bank by the Dept of Zoology. Questions cover the entire subject area, were the same type as that used in the end semester examinations and were assigned difficulty levels. They were prepared jointly by the staff and students of the department. It is being constantly updated.	• It reduces exam related stress as students become aware of a wide range of questions; • It facilitates the preparation of any number of balanced question papers with the required types and difficulty levels • It helps to avoid mistakes in spelling and lack of clarity. • It enhances confidentiality and prevents leakage of the question paper.
7	Setting up of a medicinal garden by the Dept of Botany.	• Helps students to become aware of the medicinal property of plants • Popularizes the role of medicinal plants in healthy living.
8	A variety of beyond-the-classroom learning activities, which include field trips, industry visits, lectures by experts, visits to research institutes, internships, etc	• Students get the chance to apply book knowledge and understand the practical application of knowledge. • Develops in them a love for their subject
9	Starting of a variety of skill based add-on courses (details in Criterion 1)	• Helps to develop skills necessary for life • Creates new areas of interest for

		students.
10	Starting of a pulse garden by the Zoology department in the context of 2016 being declared as the International Year of Pulses by the 68th UN General Assembly. Invited lectures, Pulse Fest, Pulse Salad Competition to be held.	• Created awareness about the value of pulses and their contribution to sustainability • Students enjoyed the planting and nurturing process and learn through doing.
11	The Make Maths Fun Programme of the Department of Maths whereby students of the department taught Maths to students of nearby schools with the help of models, puzzles and games.	• Maths become fun both for the teacher and the taught and increased their interest in the subject. • It addresses the necessity of having a sound basis in Maths in the modern world.
12	A special programme in project writing conducted by the Journalism department. Students have workshops in research methodology, review of literature and selection of topic through analysis and discussions.	• Students got a clear idea of the research process. • Lot of research ideas were generated, discussed and finally selected. • Created enthusiasm for the research project.
13	Creation of 'Third Eye', a forum for debate, discussion and quizzes in the Journalism department which meets under the supervision of a faculty every Thursday at 1.30 pm.	• Improved the analytical ability, soft skills, and presentation skills of students • Gave them different perspectives, helping to understand the role of objectivity in journalism • Vastly improved their grasp of current events
14	Students of MA English were asked to do the Certificate in Teaching of English course of IGNOU as they had a Teaching of English paper. 75 % of the students completed the course.	• Students got a more broad and thorough perspective on the subject, giving them a higher proficiency in the subject • It helped them earn an additional degree while in college.
15	Two teachers of the College have their own websites through which they provide details about the courses they teach and/ or transact courses. Dr Mary George also	• It gave the student easily accessible learning material from a single point. • It opened up communication channels between the teacher and

	provides all course material for the Open Course in Maths on her website (Dr Mary George; Dr George Mathew). The Electronics Materials Research Laboratory (EMRL) also has a website, www.emrlmic.in. The library has also its online presence at www.miclibrary.org.	the student. • The library services enable researches to search a large number of databases from a single platform.
16	The Library has created a unique quality framework and criteria to evaluate and monitor the functioning of the College library. The Library has also introduced a Library portal and web-based services to help users access the library without a physical visit.	• It has helped to objectively evaluate the effectiveness of the College library and to identify the areas of concern and to address shortcomings. • This has helped students and researchers to access open source and paid services from a single platform, and help in making search for material easier.

7.3 Best Practices

7.3.1 Give details of best practices which have contributed to better academic and administrative functioning of the College.

We have presented twelve Best Practices as the AQAR asks for two best practices every year (so two more than the required number).

7.3.1.1 *Title of the Practice*

Exposure of students to real-life experiences of Print and Television Journalism: Production, Publication and Exhibition of *Netra* Newspaper and *Netra* Television

Objectives

a) Print

- To cultivate the habit of generating ideas for content making and production of a newspaper.
- To impart practical knowledge in reporting events and stories and in editing its content.
- To familiarize the students to page design software, help them apply theoretical aspects of design and to produce final pages of a newspaper.
- To train students in areas such as news judgment, writing for media, photo journalism, info graphics and page design.

- To develop skills, team work, innovation, creative thinking and to keep deadlines.

b) Visual

- To nurture creative thinking in visual communication and to familiarize the tools of news broadcasting.
- To make the students experts in visual grammar and to master the art of making Short Fictions, Public Service Advertisements, TV news stories and Documentaries.
- To master the art of visual editing and to use Final Cut Pro.
- To train the students to 'write to pictures' and to improve their 'on-screen presence'.
- To motivate students to engage in team work and to improve their communication skills.

Context

The Department of Visual Mass Communication in Mar Ivanios College was established in 1999 with a unique UG programme in the discipline in self- financing mode. Since then, many students who have passed this course were placed in leading newspapers, TV news channels and in other forms of mass media institutions. Some students also started their careers in the film industry in various states. Many students have also entered into institutions of higher learning and are pursuing the academics.

In 2011, University of Kerala has approved this UG programme as a regular-aided course. During this period, Journalism and Mass Communication has undergone tremendous changes in content and structure. Media institutions have started looking for trained and employable candidates for recruitment. These changes were to be captured in the training modules of JMC&VP. Although the prescribed syllabus has not stipulated the hands-on-training in print and electronic media, the department has started these exercises since 2012.

The Practice

Print

The second year students (Semester 3 and semester 4) of B A JMC&VP have been engaged in the production of *'Netra'* journal.

A team comprising of 5-6 students have been assigned with the task of making the newspaper. Initial meeting of the team brain storms the ideas for news stories, visual content and graphics in the presence of the faculty members. After the finalization of the blue print, student reporters are engaged in the process of news gathering. Submitted stories are edited by the supervising teachers. The second meeting aims at finalizing the placement and allocation of stories to pages and to

form an idea for the page design. The designing and lay-out of the journal are also the responsibility of the students. The journal goes to print after getting the approval from the faculty. Although there are financial and infrastructure constraints for continuing this exercise, the ‘netra’ issues are being published by the students regularly.

Visual

The final year students (Semester 5 and Semester 6) of B A JMC&VP have been engaged in the production of *‘Netra’* TV news bulletin, Short Fiction Film making, Public Service Advertisements and Documentaries.

Teams comprising of 5-6 students are asked to complete the video productions as per the directions of the supervising faculty. ‘Netra’ TV news bulletins are produced after an eight step process. Obtaining approval from the faculty after submission of story ideas, discussion of content, visuals and treatment, shooting, editing, selection of anchors, studio production, compilation and exhibition are the steps involved in the bulletin production.

Teams were given themes such as 'love and hatred', ‘restlessness and relief', ‘waiting’, 'crime and punishment' etc. and they were asked to develop a story thread based on the themes. After a rigorous process consultation, evaluation and approval, they were allowed to develop the story board and shooting script. Then the actual shooting takes place. The rushes were edited to make short fictions which are of 1-3 minutes duration.

Teams were given specific themes to develop ideas for Public Service Advertisements. Some of the themes were 'under age marriages', ‘ant-dowry’, ‘promotion of agriculture’, 'bike racing and accidents', 'against religious fanaticism' etc. After going through the steps mentioned in above exercises the production of PSA's were completed.

Documentaries were also followed the same process of production. Some of the documentaries completed were 'marginalisation of fishermen due to Vizhinjam Port Infrastructure Project', 'plight of tea workers of Bonacaud estate in Thiruvanathapuram' and ' the murder case in Kollam district which mistakenly convicted a migrant laborer from West Bengal'.

The video productions are uploaded in the You Tube channel of the department, *Netra TV*.

Review and Evaluation

The *netra* journals after its publication has to undergo a critical scrutiny in terms of quality and news worthiness of stories, innovation in captions, quality of photographs and illustrations, page design and

quality of language. All the students of the department are participating in this exercise and are encouraged to express their opinions.

The *netra* TV news bulletins, Short Fictions, PSA's and documentaries are getting evaluated by two experts from the TV or film industry on a competitive basis. The best productions are ranked by the invited experts and they were given a token of appreciation.

Evidence of Success

Students were challenged to bring in the best and innovative concepts. The process of approval is the most difficult part in all the exercises. Thrust given to the idea generation in these exercises helped the students to think 'out of the box' and to come up with novel ideas.

- The skills such as page design, photography, videography, video editing, lighting etc. were acquired by some of the students.
- Before completing the UG programme, the students are getting credits and by lines for visual and print productions and these are complementing their portfolios. These exercises have helped some of them to secure admissions in prestigious universities such as Central University of Hyderabad and Jamia Milia Islamiya Central University, Delhi.
- The most important achievement of these exercises were inculcating the habits of team work, communication skills, research and planning among students.

Problems encountered

- The print and visual training requires robust infrastructure and technical support. The department is facing lack of equipments, trainers and other resources to sustain this process.
- The department is facing difficulties in completing these exercises within the limited time available in the academic hours. Thus students are forced to work over-time and this at times affects the quality of work.

Contact Person

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P.S: In this context it may be noted that the English Department also regularly brings out a creative journal called Imprint, showcasing the literary and creative skills of the students of the department. Issues of the journal are accessible from the College website

7.3.1.2 Title of the Practice

Science Facilitation Centre (SFC)

Objectives of the Practice

- To inspire, motivate, and promote the curiosity and creativity of students and equip them for applying their scientific talent for the development and effective manpower utilization of our nation.
- To motivate students of UG, PG and School level students in understanding scientific principles through hands-on training.
- To train UG and PG level students in explaining scientific ideas
- To identify students with hidden / unknown scientific talents and to support them in their pursuit of excellence
- To provide the students with adequate opportunities for self-development in science
- To enable the students to take up project activity and carry out scientific investigations according to their innovative ideas.
- To activate the school authorities for creating a scenario in which the students can freely sense, touch and taste the ambience and will receive hands on experience in science.
- To offer a very active platform for all science loving students to come up to levels of excellence in science.

The Context

The Science Facilitation Centre (SFC) started at Mar Ivanios College in the year 2007 is on its 9th year now. It was established with a view to inspire the educationally brilliant youngsters at the high school level, with special focus on the economically marginalized. The centre imparts training in both theoretical and practical aspects of Science in a stress-free, highly interactive, and creative ambience.

The major objective of the Centre is to lead the young promising minds beyond the constraints of the curriculum into the exciting world of science whereby they gain deeper insights and learn to apply the knowledge they have garnered in an ingenious and inventive manner for constructive follow up in the higher classes.

The Practice

Every year 40 talented students of standards VIII and IX are selected for the training based on merit, from 40 Public and Private Schools in Thiruvananthapuram District.

College students are given initial training to act as Teacher-Facilitators to the school students and they help the students to carry out experiments in the laboratory of the Department of Physics. Thus this is a dual programme in which both the college students and schools students are benefited.

The duration of the course is one year and the programme is conducted on every second Saturday of the month from 9.30 AM to 4 PM.

The programme starts with an interactive session with an expert in the field of science and technology and it is scheduled for one hour.

Then student groups are formed and training on 5 different topics including Mathematics, Physics, Chemistry, Botany and Zoology are given. In between, students can perform demonstration on scientific experiments. At 3.30 PM the students gather and they record their feedback on the day's activity and disperse.

Evidence of Success

The programme has attracted public interest and every year we get more applications than we can accommodate. This programme has been continuing for the last nine years with sufficient number of students. We are collecting feedback from all the students and it shows the growing enthusiasm and interest in the students on the completion of one day's programme.

Problems Encountered and Resources Required

- Problems: As programme enters into the 9th year most of the initial problems have been overcome.
- Resources: The fee collected from the participants is sufficient to cover the expenses relating to training, experimentation, certification and supply of study materials needed. Facilities in the department of physics and other science departments are being utilised for the conduct of the programme. Currently, Dr John Jacob PhD of the department of physics and Dr Suju Joseph PhD of the Department of Chemistry serve as the Co-ordinators of the centre. Selected Post-graduate and Graduate students from other departments serve as teacher facilitators.

Contact Person

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Dr John Jacob (john.jacob@mic.ac.in)

7.3.1.3 *Title of the Practice*

Cambridge University Business English [Vantage] Certificate Course

Objectives of the Practice

- To enhance the communicative skills at an international level
- To focus on the use of English in real-world business situations.

The Context

One of the major problems identified by modern day employers is the lack of communication skills and therefore the unemployablility of

otherwise very qualified candidates. This is especially true of Kerala. In this context there was a genuine need for a course which would not only improve the English communication skills of students, but which be beneficial in the long run with its international appeal. Understanding this need of students, the College became a test centre of the Cambridge University Business English (Vantage) Certificate Course.

The Practice

The practice adopted in the training comprises of an initial screening of the students on the basis of a test where they have to demonstrate their interest in improving their communicative skills. This small group consisting of 30-40 students is given personal attention to take the international examination while in their second year at college. The course has a flexible structure where the contents are result-oriented and designed accordingly by the teacher-trainers. The sessions are student-focused and are totally devoid of lectures, submission of assignments etc. They consist of language skill-building activities within a global context.

Evidence of Success

The growing demand for the course, response from the participants and the overwhelming results on one side, plus the welcoming attitude of high quality educational institutions and companies all over the world to this degree provides evidence for the success of the programme. The Cambridge University accredited Business English Certificate programme, running since 2007, has benefited more than 250 of the brightest students on campus. It produces a high number of distinctions [A grade] in every batch. While the national average pass percentage for BEC Vantage stands in the range of 60-65% that of the College centre is in the 80-85% range. The 100% pass in the last two years also indicate the success as well as the confidence instilled in the students when it comes to taking examinations and facing job-interviews. The College has now been accepted for registration on the Cambridge University website, providing access to global placement opportunities for students who have passed the exam from the Mar Ivanios College Training and Exam Centre for the BEC.

Problems Encountered and Resources Required

As the programme is into the 11th year the large share of initial problems have been overcome. However, the major problems are limiting the number of participants in a course to 40 and managing the teaching sessions on Sundays. The resources required include a well furnished room with audio-video equipment, projector/ smart board for

the training and conduct of the examination and well-trained teachers with good communication skills.

Contact Person

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7.3.1.4 Title of the Practice

Introduction of Online courses in Master of Tourism and Travel Management Programme

Objectives of the Practice

- To create awareness among the students about various online courses available in tourism and its uses for future prospects.
- To enhance the student's knowledge by supplementary reading/ references

The Context

Tourism is a rapidly growing and dynamic industry which is connected to many other aspects of human life like economy, politics, environment, socio-cultural, etc. This makes it highly complex in nature with multiple characteristics. A notable feature of this sector is the speed with which it undergoes changes in trends and styles of operation. It may a take a long time to update these new trends and changes in text books and reference materials. Thus introduction of appropriate online courses helps a lot to keep the students abreast with contemporary developments in the field of tourism and hospitality.

The Practice

Students were given awareness about the relevance of online courses and its availability. As an innovative practice, students were asked to complete at least one course in a semester as their assignment. They were allowed to make use of the college computer lab to carry out the online study. Most students enthusiastically participated in the programme after the classroom hours and maintained a weekly progress report. All the students of MTTM Semester 2 have successfully completed at least one course from the course provider ALISON.

Evidence of Success

All the students of MTTM Semester 2 participated in the programme. The details of online courses completed are given below:

Online courses completed in the second semester

- Diploma in Tourism Studies (4 students)

- Introduction to the development of Tourism Industry (5 students)
- Tourism introduction to Retail Travel Services (2 students)
- English for tourism- Tourist information and guided tours (2 students)
- Diploma in International tourism with English language studies (3 students)
- Tourism Marketing and Promotion (1 student)

Problems Encountered and Resources Required

The main obstacle faced by the students was the course fee to be paid for each course in order to get the certificate. In order to authenticate the completion of the course, students took screen shots of their course completed page.

The resources needed included high speed internet connectivity ad reasonably good English language skills to understand the video lectures. The College gave free access to the well-equipped computer lab of the college with high speed internet connectivity to complete the study.

Contact Person

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7.3.1.5 Title of the Practice

The 'Connecting Careers' Programme

Objectives of the Practice

- To make students aware of the various career openings for an undergraduate student.
- To instill self-confidence in students to attain their goal.

The Context

One of the major challenges facing the students in Kerala is that they do not know what is happening in the world outside their college, the variety of new generation professions available today nor the pathway to reach those professions. On the other hands, graduates from Mar Ivanios College manage to find very interesting professions for themselves once they leave the college and the state. It was in this context that the 'Connecting Careers' Programme took shape. All it did was provide a platform for former students of the college to meet and interact with current students to share the story of their journey in the modern professsionaly challenging world.

The Practice

From among the alumni of the college those from as many diverse fields as possible are contacted. Once the resource person is identified and availability in Trivandrum is finalised a date and time is fixed for the programme. Then the 'target audience' is finalized, preferably a group of around 50 final year students from a single class. The resource person shares his/her experiences in the college during his/her student days, followed by a session where their present profession, its nature, challenges, goals, and are explained along with how they reached where they are now. This is followed by the final session where the participants get their queries answered by the speaker and further, as the situation demands, tips are also given on other related areas.In addition to the general schedule of each programme, two students from the participating class are asked to introduce the resource person and propose the vote of thanks. This programme has been running for the last four years.

Evidence of Success

It has been found that these former students can impart confidence in their juniors to take up challenging professions much more convincingly than career guidance professionals. These former students were still quite young and they managed to fully convey their excitement about their journey of discovery. This enthusiasm and excitement were highly infectious and current students went away with new ideas about new professions, and conventional ones. Students were immensely appreciative of this programme.

Problems Encountered and Resources Required

A lot of planning, research and time have to be spent in collecting the whereabouts of those in as many different professions as possible. All such data have to be made use of as per the requirements of the present generation of students. No fee of any kind is collected from the participants, but the little incidental expenses required are met by the college.

Contact Person

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7.3.1.6 Title of the Practice

Additional Skill Acquisition Programme

Objectives of the Practice

- To develop effective language skills in graduate and post graduate students so as to enhance their employability.

- To instill group dynamics and improve interpersonal skills in English language communication
- To motivate students to think positively by recognising their strengths and building confidence
- To train them for appropriate and contextual use of language.
- To train them in nonverbal communication
- To develop professional skills like professional etiquette and business communication

The Context

ASAP was started in Mar Ivanios in 2014 as a project implemented by the the General and Higher Education Departments to amplify working hands in different sectors of the economy, by providing additional skill sets to students along with their regular courses. The programme has two different levels,ASAP level 1 Programme and Training Partner Scheme (TPS). ASAP level 1 is a combination of three courses, namely, Communication Skills in English, Basic IT and an Elective Domain Specific Skill Course. The Programmes are developed, delivered, assessed and certified with the active participation of the related industries to ensure labour market acceptance of the programmes. TPS is a scheme of partnering higher education institutions with the ASAP Mission in training graduate and post graduate students for empanelling as Skill Development Executives (SDE). The goal of TPS is to encourage Departments of English functioning in various colleges to develop qualified professionals for prospective SDE selection..

The Practice

ASAP provides a unique training experience to students. The trainers join ASAP after passing through a double screen. It helps to develop their confidence in communication, IT and enhances Social Skills in the trainers. Trainers are trained by Communication experts, soft skill trainers and IT professionals.

Mar Ivanios College has been a training partner of ASAP since 2014. The College initiated the TPS on May 2014 as a 21 day residential programme for 30 students selected from ten different colleges all over Kerala. The second batch of 28 students underwent training on May 2015. Final Year degree students awaiting results and PG students are eligible to apply. The selection procedures are done by the ASAP Kerala. The college hostels provided accommodation for the students.

Teaching was through activity methods. The students were divided into groups and were assigned various activities which included skits, mime shows, fashion shows, tableau, anchoring, reporting, drawing, press

reporting and jewelry making. They performed various language games as part of their class room learning.

Evidence of Success

Students attended the APTIS test of the British Council and all of them secured high grades. Many of these students secured jobs as Skill Development Executives and are working in educational institutions in different parts of Kerala. The visit of Shri Rajiv Pratap Rudy, the Hon'ble Minister of State (Independent Charge) for Skill Development and Entrepreneurship was really encouraging. The TPS provided a myriad of experiences to the students as well as to all the faculties. The training of the faculties as master trainers enhances them with new teaching strategies. They are also given soft skill training. The students who were initially reluctant in communication exhibited confidence in speaking and actively participated in all classroom activities towards the second week of training. Mar Ivanios College was the only one institution inThiruvananthapuram District that received a five star ranking for its excellence in TPS Training in 2015.

Problems Encountered and Resources Required

Problems: The initial problems have been overcome for TPS, but regarding ASAP level 1 course the academic schedule of Mar Ivanios College doesn't coincide with other non-autonomous colleges. Hence the implementation of the programme is delayed.

Resources: The Higher Education Department provides funding for the course.

Contact Person

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7.3.1.7 Title of the Practice

Bhoomitrasena Club

Objectives of the Practice

- To create awareness among the youth about the importance of conserving nature and its resources
- To train and encourage the students to respond positively to environmental issues
- To make the campus a model with regard to cleanliness
- To spread environmental literacy among the public
- To enrich the floral diversity of the campus by planting and maintaining trees on the campus

The Context

Environmental education has become an inevitable tool in creating awareness of the importance of environmental sustainability. Bhoomithrasena Club, an idea conceived by Directorate of Environment and Climate Change, serves this purpose. Agencies like Kerala State Pollution Control Board, Kerala State Biodiversity Board and Kerala Suchitwa Mission came forward to guide and support the programme.

The Practice

The Bhoomithrasena club of the College has been functioning since 2011. The club has a staff coordinator and members of the club were selected from across the different departments. The club attempts to achieve its goals through a wide spectrum of activities such as seminars, lectures, talks, debates, extension activities and literary competitions focussed on environmental issues. It conducts annual visits to Wildlife sanctuaries as well as environmentally degraded sites so that the students can witness the two extreme states of the environment. The club also demonstrates reclamation and maintenance of polluted sites to general public. As an extension activity the club undertakes analysis of the quality of drinking water samples collected from various locations around the college premises. Bhoomithrasena club is actively engaged in planting and maintaining trees on the campus. It also carries out regular cleaning activities on the campus, and organises exhibitions and awareness campaigns to promote waste management, personal hygiene and a sustainable life style.

Evidence of Success

Through the sustained efforts of the club the littering behaviour of the students could be reduced to a great extent. The active participation of the club members in various environmental protest programmes such as “tree walk” against unnecessary felling of trees in the city clearly illustrates the imbibition of the ideals of the club by its members. As a token of appreciation, ‘Certificate of participation’ from Environment Management Agency, Kerala (EMAK) under Department of Environment and Climate change, Government of Kerala is being presented to outgoing Bhoomithrasena members every year. The club was awarded the second position at south zone level during the academic year 2013-14 for its resourceful activities towards environment protection.

Problems Encountered and Resources Required

Challenges: The problem of wastes generated as a result of changing lifestyle of people needs to be addressed more efficiently. Green technologies are to be promoted in every aspect of campus life.

Resources: Various governmental agencies working in environmental sector support the programme.

Contact Person

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7.3.1.8 Title of the Practice

Open House

Objectives of the Practice

- Evaluate the academic and overall performance of the students.
- Give suggestions to improve their performance
- Identify weak students and motivate them
- Give parents feedback on the performance of students and hear their grievances, if any.

The Context

It is mandatory on the part of the teachers to expose parents to the performance level of their wards, on the basis of which the concerned parties will be aware about where they stand in the academic and non academic fields. The students and the parents are made aware of what is required of them to acquire a degree and also how to deal with their personal growth.

The Practice

The Open House is held once in a year, immediately after their internal exams, for the three degree classes separately. Parents are informed about the meeting in advance. This exercise is found to be of great assistance to all the participants involved. It provide the teachers a clear understanding of the background of the students, enable the parents to get a clear idea of the level of performance of their children and improve their involvement if essential and above all the students get an opportunity to remind themselves of their duties and responsibilities and to adopt measures to improve. Parents meet all the teachers who teach their ward and get their feedback.

Evidence of Success

This has led to a better relationship among the students, teachers and their parents. A periodic check done by the teacher on the student and informing the parent about the performance of the ward has helped in building up a better relationship among the three stakeholders.

Problems Encountered and Resources Required

Getting a convenient time for all the three concerned parties to meet has proved to be a difficult task. This has sometimes been a challenge on the effective implementation of the programme.

Contact Persons

The Faculty Advisors of the respective classes.

7.3.1.9 Title of the Practice

Mentoring System

Objectives of the Practice

- To focus on knowing the personal needs and difficulties (both academic and non-academic) of the students in order to help them bring the best out of their efforts.
- To provide psychological and emotional support to the students for helping them to face adverse and crisis situations.

The Context

- Students with different educational levels and social backgrounds come to college. It is necessary to create platforms to identify individual problems and difficulties and address them.
- Not only do the educational needs of students have to be addressed, but also their social and psychological issues need to be handled sensitively.
- It is in this context that different modes of mentoring were adopted on campus.

The Practice

- There are three modes of formal mentoring: the Scholar Support Programme and the Walk with A Scholar Programme supported by the Kerala Govt, and the Mentoring Programme of the college.
- The SSP mentors weak students in a class, while the the WWSP mentors bright students. The MP mentors mixed groups of students.
- Each faculty is allotted 15 to 20 students under their personal care and guidance and they are given pre-designed mentoring tasks to do.
- Faculty members take effort to
  - Excel in their professional sphere
  - Provide necessary support and guidance in student academics
  - Shape the character of students in order to mould them as good human beings with a sense of responsibility and accountability.
  - Face moments of crisis tactfully

Evidence of Success

- Improved teacher student relations

- Reduced grievances
- Feedback from the students indicating the usefulness of the system
- Improved morale of the students evidenced from the reduced rate of absenteeism
- Improved participation of students in teaching learning process evidenced by the increased participation in brainstorming sessions, group discussions and general discussion

Problems Encountered and Resources Required

- Lack of professional competence of teachers in personal counselling.
- Difficulty on the part of teachers to spend time for mentoring activities in addition to their official responsibilities.
- Psychological resistance on the part of the students have to be properly addressed through proper planning and implementation.
- Careful planning, professional competence and sustained follow-up are needed to make mentoring successful.

Contact Persons

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7.3.1.10 Title of the Practice

DBT Star College Scheme

Objectives of the Practice

- To equip students of 'Basic Science' for higher education.
- To familiarise the students with modern technology in the field of research.
- To develop 'Research Culture' among Undergraduate Students.

The Context

The number of students pursuing higher degree courses after graduation is only about 20% or even less. Most of them end up with some lower cadre jobs either in public or private sector firms. What makes them reluctant to pursue higher studies is their inability to appreciate the joy of science studies and lack of clarity about the wide scope it offers. This situation could only be addressed by generating a genuine interest in science among students. By providing state-of-art research facilities at Mar Ivanios College, we intend our under graduate and post graduate students in life sciences to choose a research career in various fields of biological sciences with special

focus on molecular biology. We consider this as a prime recognition from DBT.

The Practice

The programme is being implemented jointly by the Zoology, Botany and Biotechnology departments of the college. A teacher from the department of Zoology serves as the co-ordinator of the programme. The students are well informed about the programme and encouraged to participate in it by the respective faculty advisors. Entry is open to all students regardless of their academic excellence. Thirty students from the above departments are selected on a first come first served basis as a core group. They are given special training on a regular basis on modern scientific instruments and experiments at the centralized lab. The students are given opportunity to do extra practicals not included in their prescribed syllabi. Series of invited lectures on various topics by experts are being conducted. Support is also extended for 'Students Projects', Field Study Programmes, Research Institution Visits, summer training etc. A Life Science Facilitation Centre is also planned to attract school students to the Life Sciences.

Evidence of Success

- Witnessed a notable enhancement in laboratory skills of the students.
- Several students responded positively by submitting individual and group projects.
- Many of them participated and made presentations in seminars at state and national levels.
- The number of students appearing for post-graduate entrance examinations at various universities and centres is increased significantly over the years.
- PG enrolment rate registered an obvious rise during the period.
- Able to initiate a Research Culture among Undergraduate Students as evidenced in their projects works done

Problems Encountered and Resources Required

Resource: The programme is funded by the Department of Biotechnology (DBT), Government of India. The centralised lab established as part of the scheme offered necessary facilities required to carry out advanced practicals and student projects.
Problems: Time constraint was the main hurdle encountered during the implementation of the programme. To follow the schedule of practicals as planned was really challenging along with the busy schedule of regular curricular and co-curricular activities of the college. Repair and maintenance of sophisticated instruments is a challenge.

Contact Persons

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7.3.1.11 Title of the Practice

Vermicomposting

Objectives of the Practice

- To reduce the quantity of biodegradable wastes in the campus at a cost effective and eco-friendly manner.
- To reduce the emission of greenhouse gases.
- To give training to the students on vermicomposting technology.
- To encourage the students to practise vermicomposting at their homes.
- To understand the benefits of composting and organic farming.
- To spread the message of processing wastes at site among the public.

The Context

Accumulation of solid wastes and its proper management is a challenging issue today. Conventional management practices such as open dumping or burning cause serious environmental and health problems. Throwing of food wastes in open may attract stray dogs and other animals such as rats that may spread many diseases. Our campuses too are no exception to this. Thus it is the need of the hour to create awareness among the students about the importance of safe disposal of wastes. They should imbibe a culture of 'zero waste' lifestyle. They should be trained in environmentally responsible waste management processes and be motivated to spread this message among the public by practicing it at home. Vermicomposting is one such practice, which is cost effective and eco-friendly. It uses earthworms to turn organic wastes into very high quality compost. It is many times richer than the waste itself in mineral content, microbes and other growth factors. It allows for yearlong composting and is probably the best way of composting kitchen wastes. The practice has several environmental, economic, and educational benefits. It makes the environment healthier as it reduces waste in a healthy, natural process.

The Practice

The department of Zoology started a model vermicomposting house on 19th March, 2015. The trial run of the newly constructed Vermicompost pit was inaugurated by the Principal Rev. Dr. Gigi Thomas. Mr Manoj S (Asst. Director, Dept. of Agriculture, Government of Kerala) provided all the technical support for the

setting up of the plant. He also gave hands-on training on "Care and Maintenance of Vermicompost" to the faculty, supporting staff and students.

Wastes collected from all over the campus by the sweepers were first screened to remove plastic and other non-biodegradable products from it. The organic wastes alone are fed to the plant regularly. The final year BSc Zoology students were entrusted with the responsibility of plant management. They inspect the plant regularly to maintain conditions stable for favourable action of worms. Within a short span of a few weeks the students mastered the art of vermicomposting. When composting is over, the formed compost is dried in shade, sieved and used as organic manure for agricultural activities on the campus. It is also sold to the staff, students and public if available in excess.

Evidence of Success

The programme helped to reduce the organic wastes on the campus substantially. The most important aspect of compost produced by earthworms is that it is 100% organic. There are no harmful chemicals and it does not need to be mixed with anything. The programme generated considerable quantity of organic manure. All of the final year BSc Zoology students of the year 2015 were given hands-on training on vermicomposting. Several students started vermicomposting of kitchen waste in their homes.

Problems Encountered and Resources Required

The initial expenditure for setting up of the plant was borne by the management. The capacity of the plant needs to be increased. A small outlet for selling the vermicompost to the public is to be opened.

Contact Person

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7.3.1.12 Title of the Practice

Creating Communication Networks for the Dissemination and Sharing of Information

Objectives of the Practice

- To create communication channels among the different stakeholders inside campus and outside.
- To build an online platform where shared information can always be accessed.
- To create knowledge which would help in quality creation and sustenance.

The Context

One of the major problems in a large college is the lack of communication channels for the stakeholders inside college to share information. This leads to administrative bottlenecks, delay in implementation of plans, lack of co-operation among the various sectors and often miscommunication. It is therefore imperative that stakeholders have communication channels open to share/ disseminate information.

Another problem when it comes to quality creation and quality sustenance in the higher education scenario is the blasé assumption that teachers and students have and know the standard administrative and organizational procedures that is expected of them as they hold various positions within the organizational framework.

Keeping these two problems in mind the IQAC of the College has created best practices which could demonstrate a solution to these problems

The Practice

To open communication channels, the IQAC has created official email IDs for all faculty members using Google Apps. The IDs have a standard format of firstname.lastname@mic.ac.in or firstname.initials@mic.ac.in. Similarly, all classes have an official email ID with a common format. Groups have also been created; there is a single email ID for all the staff members to which, if anybody sends a mail, all staff members get the mail. Similarly group email IDs have been created for HoDs, members of a department, IQAC members, groups of Faculty Advisors, etc. This enables the Principal, for example, to send an email ID to all staff members by sending a mail to a single email ID, or the HoD of a department or the Faculty Advisor of a class to send information to all the students in a particular class, or the Vice Principal to all the staff members of a department to call a meeting by sending a single email, etc.

Standardization of quality processes is inevitably necessary to bring quality to organizational procedures. The IQAC has standardized processes by creating guidelines for organizational procedures like the steps involved in curriculum revision, conducting Course Committee meetings, or the responsibilitites of Faculty Advisors. These can now be shared through the official email IDs of staff members.

To give further access to created knowledge, a website for the IQAC, where all information relating to its activities are accessible to all stakeholders, has been created.

To open up communication channels with stakeholders within and outside the campus, online feedback forms accessible from its website

have also been created. This has enabled a much easier mode of collecting feedback.

Evidence of Success

The Principal now sends common information to all staff members through the group email ID of the staff. The Attendance committee shares attendance records with the students of a class by sending a mail to that class. Information about new add-on courses, commencement of examinations, time tables are all shared with students through their official class email ID. Feedback is taken or suggestions recorded from stakeholders through the website. All stakeholders access any information related to the IQAC from their website.

Problems Encountered and Resources Required

Getting all stakeholders to buy into these procedures is sometimes a bit difficult. While 90% of the staff voluntarily logged in and started using their official email IDs, there was a bit of resistance from the rest, sometimes due to very practical reasons.

It was also found that, while the process for feedback and creating a report for the feedback was much easier through an online system, getting students and other stakeholders to do that feedback was often a difficult task, in spite of the fact that students were given free internet access on campus.

Maintaining this communication network and constantly updating the website and monitoring feedback were also cumbersome tasks and required a bit of technical savvy. However, the advantages of having the communication network far outweigh the disadvantages of not having such a network.

Contact Person

Dr George Mathew
Associate Professor, Dept of English & IQAC Coordinator
Email: iqac@mic.ac.in

7.4 *Any additional information regarding Innovations and Best Practices, which the College would like to include.*

The faculty members at Mar Ivanios are a very resourceful, innovative bunch. The innovations and best practices mentioned here are only a few which might stand out a bit over many others which have been highly effective, but have not been mentioned due to lack of space.

One particular innovation which may be mentioned is the introduction of the Course File system and the starting of Course Committee meetings in 2016, acting upon the very strong recommendation of the external members of the IQAC for the same.

Every course (paper) in a semester has a Course File with the following documents filed in it:

1. Vision and Mission Statement of the College
2. Vision and Mission Statement of the Department.
3. Academic Calendar for the Semester.
4. Differential Analysis List of the Class (from 2016 admission onwards).
5. Time Table of the Department/ Programme with the teaching schedule of the particular course highlighted.
6. Course Syllabus with Learning Outcomes for the Programme and the Course (to be given to students at the beginning of the semester).
7. Course Teaching Plan in the prescribed format (to be given to students at the beginning of the semester).
8. Assignment/ Seminar topics for the course (to be given to students at the beginning of the semester). (Copies of assignment topics given in previous years to be also filed).
9. Internal test question papers of the course of the last three years.
10. End Semester Examination Question papers of the Autonomy Stream (if available).
11. Copy of the CA Mark Sheet of the Course, with the signatures of students.
12. At least one sample assignment sheet (corrected; the most recent)
13. At least one sample internal test answer paper (corrected; the most recent)
14. Listing of details of curriculum enrichment strategies adopted for the Course (internet resources / MOOCs, lectures by external experts/ other teachers, industry visits, field trips, library work, peer teaching by students (with name of student, topic, date)
15. Listing of details of Remedial Classes taken for the course, with number of students, topics covered, number of hours taken, and dates.
16. Feedback on the teaching of Course taken at the end of the semester; it can be an informal/ oral feedback taken by the Course Coordinator to find out the major problems students faced while being taught this paper so that it can be avoided in the next semester.

It is the duty of the Course Coordinator to maintain this file with the help of the Course Committee and share necessary documents in the file with the students, the Faculty Advisor or the HoD as the case may be. The Course File system has helped considerably in planning classroom teaching for a whole semester.

Another best practice which may be mentioned is the free Noon Meal scheme for the needy students. There are many students in the college

who cannot afford to bring or pay for noon meals. They are identified by the Faculty Advisors and coupons are given to them by the MIC Charity Fund Staff Committee and the students can have the lunch from the college canteen along with other students, without anyone knowing this. Confidentiality and anonymity is strictly observed. The funding for the said programme is by alumni of the college. The Kuwait chapter of the alumni contributes Rs. 50000/- every year. Recently Degree students of 1991-94 batch contributed Rs. 75000/- There have been months when 40-50 students benefitted from this scheme every day.

Mar Ivanios College has the rich legacy of having produced many renowned musicians, actors, dancers, leaders, and the like. The college attracts the most talented students from nearby districts. One of the best practices of the college is to give opportunity and training for these students to perform better and excel in their fields. Many of such students may not have the financial resources to undergo artistic or cultural training. The College management and the PTA therefore support these students and train them for competitions, especially the Kerala University Youth Festival. Hundreds of students benefit every year from this.

The Criterion-wise Inputs end here. The next section is the Evaluative Report of the Departments, submitted by the respective departments.

IV. EVALUATIVE REPORT OF THE DEPARTMENTS[1]

a. EVALUATIVE REPORT OF THE DEPARTMENT OF MATHEMATICS

1. Name of the Department & its year of establishment:

Name of Department:	**MATHEMATICS**
Year of Establishment:	**1950**

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	**BSc Mathematics**
PG	**MSc Mathematics**
PhD	**PhD in Mathematics**

Interdisciplinary courses and departments involved:
A course in Operations Research is taught as an OPEN COURSE for students from non-Mathematics stream. One course in Mathematics is offered as Complementary course in the UG programmes in Physics, Chemistry and Economics for all the first four semesters.

3. Whether Annual/ Semester/ Choice Based Credit System:
Choice Based Credit System

4. Participation of the department in the courses offered by other departments:

    1. Complementary Mathematics for BSc Chemistry
    2. Complementary Mathematics for BSc Physics
    3. Complementary Mathematics for BA Economics

5. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		

[1] A general strategy adopted during the writing of the SSR was to create a Department Fact File, the format of which was framed by the IQAC. The Fact File might convey a more comprehensive view of the activities of the department, and so has been included as an Appendix at the end of the report of each department.

Associate Professors	06	06
Ass. Professors	04	02

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualifi-cation	Desig-nation	Specialization	Expe-rience (in years)	No. of PhD students guided in the last 4 years
V.Madhukar Mallayya	**Ph.D**	**Associate Professor**	**Vedic Mathematics**		**07**
KL Anandavally	**Ph.D**	**Associate Professor**	**Graph Theory**	**32**	**NIL**
James Alexander	**Ph.D**	**Associate Professor**	**Semigroup**	**32**	**NIL**
Johny K John	**M.Phil**	**Associate Professor**		**30**	**NIL**
Varghese Abraham	**Ph.D**	**Associate Professor**	**Graph Theory**	**30**	**01**
Leelamma K V	**M.Sc**	**Associate Professor**	**Commutative Algebra**	**32**	**NIL**
Mary George	**Ph.D**	**Associate Professor**	**Fuzzy Mathematics**	**26**	**09**
Suja Eapen	**M.Phil**	**Associate Professor**	**Mathematical Modeling**	**26**	**NIL**
Annie Abraham	**Ph.D**	**Associate Professor**	**Differential Equations**	**24**	**NIL**
TR Sivakumar	**Ph.D**	**Associate Professor**	**Differential Equations**	**21**	**06**
Gigi Thomas	**Ph.D**	**Assistant Professor**	**Mathematical Modeling**	**18**	**NIL**
Tiji Thomas	**M.Sc**	**Assistant Professor**	**Numerical Calculus**	**3**	**NIL**
Gincy Baby	**M.Sc**	**Guest Faculty**		**2**	**NIL**
Gouri R Nair	**M.Sc**	**Guest Faculty**		**2 months**	**NIL**

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
For UG Programme	**18%**
For PG Programme	**10%**

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
For UG Programme	45:1
For PG Programme	5:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	02	02
No. of Administrative Staff	NIL	NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise:

	Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received
1	**MARY GEORGE**	**POST-DOCTORAL**	**UGC**	**4,00,000.00**
2	**MARY GEORGE**	**MINOR**	**UGC**	**50,000.00**
3	**MARY GEORGE**	**MAJOR**	**UGC**	**8,03,800.00**
4	**VARGHESE ABRAHAM**	**MINOR**	**UGC**	**1,00,000.00**
5	**ANNIE ABRAHAM**	**MINOR**	**UGC**	**95,000.00**
6	**MARY GEORGE**	**MINOR**	**UGC**	**1,55,000.00**
7	**ANNIE ABRAHAM**	**MINOR**	**UGC**	**2,00,000.00**

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: Rs. 12 lakhs

13. Research Facility / Centre with
    - State recognition: YES

- National recognition: NO
- International recognition: NO

14. Publications in the last 5 years:
Number of
    - Papers published in national/ international peer-reviewed journals:
      18
    - Papers published in international journals:
      26
    - Monographs:
      NIL
    - Chapter(s) in books:
      01
    - Edited books:
      02
    - Books with ISBN numbers with details of publishers:
      Title: A Text Book of Mathematical Economics
      ISBN: 978-81-8356-320-8
      Publishers: Discovery Publishers, Delhi-110 002
    - Number listed in International Database (For *e.g*. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):
      In google.academia.edu - 17
    - Citation Index: 35
    - Impact Factor: 2.5
    - Average:
        - H-index: 02
15. Details of patents and income generated: NIL
16. Areas of consultancy and income generated: NIL
17. Faculty recharging strategies:
    - Attended Refresher Courses conducted by Academic Staff Colleges
    - Attended Seminars / Conferences /Workshops on Relevant Areas of Study
    - Conducted and attended Talks by Experts in Various Knowledge Fields
    - One of the Faculty successfully completed a certificate course in *Introduction to Computer Science and Programming* offered by MITx, an online learning initiative of The Massachusetts Institute of Technology through edX.
    - One of the Faculty successfully completed a Part Time Professional Degree Course MBA in Finance from Pondicherry University.
    - One of the Faculty successfully completed a Short term course Communicative English and Soft Skills.

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental:
  100%
- Percentage of students doing projects in collaboration with industries / institutes:
  NIL

19. Awards / recognitions received at the national and international level by

a. Faculty: **NIL**

b. Doctoral fellow:

1. Best Paper Award
   Name of Fellow:Ms Anusha Edwin
   Event: Best Paper Award in International Conference

c. Students:

NAME OF STUDENT AND GRADUATING BATCH	NATURE OF AWARD/ACHIEVEMENT/ RECOGNITION ETC	YEAR OF AWARD/ RECOGNITION ETC
Anusha Edwin- Ph.D student	Best Paper Award in International Conference	2014
Rahul RM- UG student	Intercollegiate Math Quiz	2012,13,14
Sajin Lal- UG student	Intercollegiate Math Quiz	2012,13,14
Ananthu S- UG student	Intercollegiate Math Quiz, Kerala University Youth Festival	2015, 16
Ajas RS- UG student	Intercollegiate Math Quiz	2015, 16
Ebil Alex- UG student	Intercollegiate Math Quiz	2015, 16
Vishnu R- UG student	Intercollegiate Math Quiz	2015, 16
Saumya AR- PG student	Kerala University Youth Festival	2015, 16
Kaneejiya R- UG student	Kerala University Youth Festival	2015, 16
Hareeshma G Suresh- UG student	Kerala University Youth Festival	2015, 16
Anjali Biju- UG student	Kerala University Youth Festival	2015, 16
Rahul Raj- UG student	Kerala University Youth Festival	2013-15
Arjun M - UG	Kerala University Youth Festival,	2014, 15

student	South Zone Winner	
Chanchu - UG student	Kerala University Youth Festival	2014, 15
NEVIN JOSE	NET	2012
NAMITHA	NET	2014
MITHA P M	SET	2013
Sr.GENCY	SET	2014

20. Seminars/ Conferences/Workshops organized and the source of funding (National/ International) with details of outstanding participants, if any.

Topic of Seminar		Year	No of participants (with mention of outstanding participants, if any)
Emerging Trends in Applied Mathematics (IVANO NCAM 2013)	2013	UGC	No of participants: 88 External Experts: i. Prof.Rajat Tandon University of Hyderabad ii. Dr. P.B. Vinodkumar Rajagiri School of Engineering & Technology iii. Dr. S. Savithri, NIIST iv. Dr. A. Vijayakumar, CUSAT v. Dr. R. Parvathi Vellalar College for Women, Erode
Recent Trends in Pure and Applied Mathematics (IVANO NCPAM 2014)	2014	UGC	No of participants: 123 External Experts: i. Prof. M. Thamban Nair, IIT, Madras ii. Dr. Lekshmana Gomathy Nayagam, NIIT , Trichy iii. Dr. Sunny Kuriakose Secretary KMA & Dean, FISAT, Angamaly iv. Dr. N. Sreedhar Alagappa University v. Dr. A R Rajan Department of Mathematics University of Kerala
Symposium on Emerging Research and Career Opportunities in Mathematics	2014	IISER-TVM	No of participants: 52 External Experts: i. Dr . Utpal Manna ISSER, TVM ii. Dr . Dharmatti Sheetal

			ISSER, TVM iii. Dr . Viji Z. Thomas ISSER, TVM iv. Dr . K. R Arun ISSER, TVM
Advanced Level Workshop on Computational Methods for Control Problems	2015	IIST	No of participants: 27 External Experts: i. Prof. A. K. Pani, IIT Bombay ii. Prof. Raju George Professor & HoD, IIST, TVM iii. Prof. A. K. Nandakumaran IISc Bangalore iv. Prof. N. Sukavanam IIT Roorkee v. Dr. Anil Kumar BITS-Goa
National Workshop on Computational Mathematics (IVANO NWCM 2015)	2015	UGC	No of participants: 70 External Experts: i. Dr.E.Krishnan, University College (Rtd.), Trivandrum ii. Dr.P.S.Sreenivasan, Bharathidasan University.
Seminar - Annual Researchers Day	2016	DEPT.	No of participants: 22 External Experts: Anil Kumar C V, Professor, IIST, TVM
Lecture Series-I Topic: Graph Theory	2016	DEPT.	No of participants: 20 External Experts: Dr.Cherian Thomas Professor Higher College of Technology Muscat

21. Student profile course-wise (for 2016-17):

	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	1097	60					
PG	154	20					

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	100	NIL	**NIL**
PG	40%	100	NIL	**NIL**
PhD	20%	100	NIL	**NIL**

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: **NIL**
    - Defense Services: **NIL**
    - NET: **04**
    - SLET: **02**
    - GATE: **NIL**
    - Any other: NIL

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2012	2013	2014	2015	2016
UG to PG	2012	2013	2014	2015	2016
PG to MPhil	22	27	26	24	11
PG to PhD	01				
PhD to Post-Doctoral					
Employment					
Campus Selection	Employment				
Off-Campus Selection	06	04	05	04	
Entrepreneurs	08	12	10	07	

25. Diversity of staff:

    Number of faculty who are graduates
    - of the same parent university: **08**
    - from other universities within the State: **NIL**

- from other universities from other States: **01**

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): **01**

27. Present details about infrastructural facilities

    a. Library: Easy access to General Library

    b. Internet facilities for staff and students:

        - There is 01 internet facility common to the Staff in the Staff room
        - WIFI is available for all personal LAPTOPS of staff
        - The computer center with more than 10 computers having internet facility is open to staff and students.

    c. Total number of class rooms: 07

    d. Class rooms with ICT facility: **02**

    e. Students' laboratories: **01**

    f. Research laboratories: Nil

28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.:

    - The Department gathers opinion of Experts from Reputed Institutes of Higher Education, like, IISER-TVM, IIST-TVM, IIT-Bombay, both formally and informally.
    - Consult with other departments of the College, like Depts.of Physics, Chemistry, Commerce, etc. where Mathematics is offered as a Complementary or open course, to know their requirements.
    - Gather information from Alumni informally to know about the employability of programmes offered.

30. Does the department obtain feedback from

    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - No. Feedback is taken by the IQAC.
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - No. Feedback is taken by the IQAC.
    - Alumni and employers on the programmes and what is the response of the department to the same?
        - No. Feedback is taken by the IQAC.

31. List the distinguished alumni of the department (maximum 10)
    - Sheen Tharayil - Circle Inspector
    - Biju Cyriac - Times of India
    - Krishna Kumar - Play Back Singer- Malayalam & Tamil Film Industry
    - Anjana Menon - Customs
    - Anuji Ann Philip - Customs
    - Namitha Sara Mathew - Assistant Professor, St.Josephs College, Alappuzha
    - Ajesh S - SBT
    - Rubin Joseph - Manorama Daily
    - Subrahmaniyam Moothathu - Assistant Professor, Central University, Hyderabad
    - Vidya - Assistant Professor, All Saints College, Trivandrum
    - John Varghese - Film Director, Malayalam & Tamil Film Industry

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    See Item 20 above.

33. List the teaching methods adopted by the faculty for different programmes
    - **Lecture**
    - **ICT-enabled Talks**
    - **Seminars**
    - **Assignments**
    - **Invited Talks**
    - **Projects**

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    By conducting
    - **Quizzes**
    - **Test Papers**
    - **Oral Descriptions**
    - **Assignments.**

35. Highlight the participation of students and faculty in extension activities.
    - Taken teaching assignments in a nearby school.
    - Taken teaching assignments for International Students as a part of Semester- India Programme (SIP).
    - Rendered Service as Resource Persons for various Conferences/ Seminars.
    - Department co-ordinated ‘Semester India Programme’, offered by the College for foreign students.

36. Give details of "beyond syllabus scholarly activities" of the department.
    - The Department successfully launched a Department Magazine, titled, '@ Right Angles', which has been prepared by students of the Department with the guidance of Faculty members of the Department.
    - Published Research articles
    - Authored books
    - Written articles in periodicals

37. State whether the programme/ department is accredited/ graded by other agencies: NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Dedicated faculty
        - Reputed institutions like VSSC, IIST, ISSER, KSCSTE, etc. situated nearby, with whom we have collaboration.
        - Huge campus with more than 22 institutions.
        - Highly considerate College Management.
        - Highly caring Alumni
    - Weaknesses
        - Low percentage of highly motivated students
        - Lack of adequate Networking facility for Technology Enabled Teaching/Learning
        - Low enrolment rate of Male students in PG programme
        - Low success rate in NET discourages students to enroll for PG Programme
    - Opportunities
        - Students can undertake Research Projects in collaboration with reputed institutions like VSSC, IIST, ISSER, KSCSTE, etc, because they are situated nearby.
    - Challenges
        - Lack of really motivated students: The recent trend in the society is to send their children to Professional courses. Hence there is difficulty in getting talented students for B Sc and M Sc courses in subjects like Mathematics.
        - Lack of space for the development of the department.
        - Political Interventions

39. Future plans of the department.
    - Research Collaboration with Centers of Excellence like, IIST , IISER, NIIST, IUCAA and JNCASR and with Foreign Universities.
    - Integrated MS, Integrated Ph.D

- Starting of courses in Astronomy, Industrial Mathematics, Mathematics for Space Science, Bio- Mathematics in collaboration with IITs, NITs, NIIST and JNCASR.
- Starting of M.Phil Course
- Starting a Peer-reviewed Research Journal in Mathematics.
- Establishing research collaboration with reputed centers and industry
- Providing more opportunity for interdisciplinary research
- Starting PG courses in Operations Research and in Applied Mathematics with due permission of the Government

Appendix: Department Fact File: Mathematics

b. EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICS

1. Name of the Department & its year of establishment:

Name of Department:	PHYSICS
Year of Establishment:	1949

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	FDP B.Sc Physics
PG	M.Sc Physics
Research	Ph.D

3. Interdisciplinary courses and departments involved:
Open course in Astrophysics for students from other disciplines

4. Whether Annual/ Semester/ Choice Based Credit System:
Choice Based Credit System

5. Participation of the department in the courses offered by other departments:
   - **Complimentary programmes of Department of Mathematics and Chemistry**
   - **Open course**

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors	8	8
Ass. Professors	1	1

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	QUALIFICATION	DESIGNATION	SPECIALIZATION
Dr. Shyla Jospeh	M.Sc, M.Phil., Ph.D.	Associate Professor	Material Science
Dr. Georgi P Daniel	M.Sc, Ph.D	Associate Professor	Thin Film
Mr. Thomaskutty	M.Sc, M.Phil.	Associate Professor	Crystallography
Dr. Jijimon K	M.Sc,	Associate Professor	Solid State Physics

Thomas	M.Phil.,Ph.D.		
Dr. Sam Solomon	M.Sc,B.Ed.,Ph.D.	Associate Professor	Material Science
Dr. Hubert Joe	M.Sc, M.Phil.,Ph.D.	Associate Professor	Spectroscopy
Dr. Daizy Philip	M.Sc, M.Phil.,Ph.D.	Associate Professor	Spectroscopy, Nanomaterials
Dr. Annamma John	M.Sc, M.Phil.,Ph.D.	Associate Professor	Spectroscopy, Materials science
Dr. John Jacob	M.Sc, B.Ed.,Ph.D.	Associate Professor	Material Science
Ms. Shilpa	M.Sc,.	Guest faculty	

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
FDP	10
PG	10

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
FDP	15 : 1
PG	2.4 : 1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	5	4
No. of Administrative Staff	Nil	Nil

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: 3
    - Number of faculty with ongoing projects from international funding agency: Nil

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received
Dr. Jijimon K Thomas	Major	DST-SERB	180000
Dr. Sam Solomon	Major	KSCSTE	1675600
Dr. Hubert Joe	Major	CSIR	5000000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: DST-FIST(2008-2013) Rs. 49 Lakhs

13. Research Facility / Centre with
    - State recognition: YES
    - National recognition: NO
    - International recognition: NO

14. Publications in the last 5 years:
    - Number of
        - Papers published in national peer-reviewed journals: Nil
        - Papers published in international journals: 270
        - Monographs: Nil
        - Chapter(s) in books: Nil
        - Edited books: Nil
        - Books with ISBN numbers with details of publishers: NIL
    - Number listed in International Database (For *e.g.* Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL
    - Citation Index:
        - Range:200-1300
        - Average:750
    - Impact Factor:
        - Range:1.5-4.5
        - Average:3
    - H-index 3-20

15. Details of patents and income generated: Nil

16. Areas of consultancy and income generated: Nil

17. Faculty recharging strategies: Attended refresher course and orientation programme: NIL

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental:100%
    - Percentage of students doing projects in collaboration with industries / institutes: Nil
19. Awards / recognitions received at the national and international level by
    - Faculty: Dr. Jijimon K Thomas, Associate Professor of the Department was awarded the FLAIR award instituted by Kerala State and the Higher Education Department for excellence in Research activities.
    - Doctoral / post doctoral fellows: Nil
    - Students: NIL
20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants (with mention of outstanding participants, if any)
International Conference on Perspectives of Vibrational Spectroscopy (ICOPVS2014)	2014	DST, UGC	250 More than 50 international delegates
Workshop on syllabus revision in FDP	2014	Kerala State Higher Education Council	45

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	850	22	33	68	82	68	88
PG	160	3	10	90	33		

22. Diversity of Students (2015-16):

Name of the	% of Students from the	% of Students	% of students	% of Students

Course	College	from the State	from other States	from other countries
UG	NA			
PG	25	Nil	Nil	Nil
PhD	5	Nil	Nil	Nil

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: NIL
    - Defense Services: NIL
    - NET: 3
    - SLET: 10
    - GATE: 1
    - Any other: JAM: 4 (2015-16)

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2102	2013	2104	2015	2106
UG to PG	38	40	33	40	
PG to MPhil					
PG to PhD		20			

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university:7
    - from other universities within the State:1
    - from other universities from other States: 1

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

27. Present details about infrastructural facilities
    - Library: General library
    - Internet facilities for staff and students: 5 computers with internet for staff; for students in the Computer Centre
    - Total number of class rooms:5
    - Class rooms with ICT facility:3
    - Students' laboratories:5
    - Research laboratories:5

28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - To be undertaken for next revision

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
      Yes
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
      No; done by the IQAC.
    - Alumni and employers on the programmes and what is the response of the department to the same? NIL

31. List the distinguished alumni of the department (maximum 10)
    - Wing Commander Biju Jacob K Easo, President Awardee
    - Dr. Praveen ,Scientist, DRDO
    - Dr.K.J.Thomas, Head and Dean of Science, Central University Kasargode
    - Dr. Johny T. Abraham, National Defense Academy, Pune
    - Dr. Rajesh Raveendran, Institute of Mathematical Science, Chennai
    - Dr. Praveen Raj, Scientist, CSIR,
    - Dr. Sreenivasan, Professor, Pittsburg University
    - Mr. Harikumar, CEO, Logtech Computers
    - Dr. Ajith T L, Scientist, BARC
    - Dr. Rajumon T Mavunkal, Principal, St. Xavier's College, Vaikkom
    - Dr. K S Mathew, Grand Award Judge, INTEL ISEF, Retired Associate Professor, Mar Ivanios College

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Talk by Ms. Archana Pai, on "Gravitational waves"
    - Talk by Dr. K. J. Thomas, Dept of nanotechnology, on the "Nanotechnology"
    - Talk by Dr. Jayan Thomas on "Nanomaterials"
    - Talk by Prof. Takashiro Akitsu, Tokyo University, Japan, on "Recent trends Spectroscopic Techniques"
    - Talk by Dr. R Jose, Faculty of Industrial Science and Technology, University of Malaysia on "nanostructured materials"

- Talk by Dr. Gopchandran, Associate Professor, Dept of Optoelectronics, University of Kerala on "International year of light"
- Talk by Dr. S. Uthanna, Venketeswara University, Tirupati on "Solar Cells"
- Talk by Dr. Sabu Thomas, Associate Professor, Dept. of Chemistry, MG University on "Nanomaterials"
- A workshop on Robotics conducted by the Department of Computer Science, Sree Chithira Thirunal College of Engineering and Technology

33. List the teaching methods adopted by the faculty for different programmes
    - Interactive

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Through discussion when setting internal assessment questions.

35. Highlight the participation of students and faculty in extension activities.
    -

36. Give details of "beyond syllabus scholarly activities" of the department.
    - Conduct of seminares and talks by experts

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - More than fifty percent of the faculty members are research guides
        - Field of research areas are material science, nanotechnology, thin film, spectroscopy etc.
        - Eight out of nine of the teaching staff are PhD holders
        - Five out of nine teaching staff are research guides
        - Has 270 publications in journals with impact factor ranging from 1.5 to 4.5, 74 presentation in National or International Conferences. The h-index range from 3 to 20.
    - Weaknesses
        - Research in Theoretical Physics is not available in the Department
        - Lack of adequate hostel facility for students
        - Time available in each semester is just enough to cover the

syllabus
    - Lack of internet facility to the students
- Opportunities
    - Seventy percent of the UG students go for higher studies
    - The expertness of the teacher in their respective research field are directly imparted to the students
    - Scope for getting admission in reputed institutions for higher studies
- Challenges
    - The recent amendments in the UGC guideline regarding restriction on maximum limit for guiding MPhil, PhD students restrain starting higher courses like M Phil
    - The low percentage allocation of UGC block grant and the increased price of modernized laboratory equipment for PG course lead to lowering the quality of experiments.
    - The non uniformity of student learning capacity causes lagging of class room teaching.
    - More administrative/paper work entrusted in teachers lead to the deterioration of qualitative teaching.

39. Future plans of the department.
    - Starting integrated MSc PhD course
    - Starting BSc Honors course in Physics
    - Staring MPhil Physics course
    - Establishing an astronomical observatory with the installation of Telescopes and other facilities and offer certificate course in Astrophysics.
    - Introducing specialization like Materials Science and Theoretical Physics in MSc Physics
    - Establishing an Electronics and Photonics laboratory for facilitating UG & PG students

Appendix: Department Fact File: Physics

c. EVALUATIVE REPORT OF THE DEPARTMENT OF CHEMISTRY

1. Name of the Department & its year of establishment:

Name of Department:	**CHEMISTRY**
Year of Establishment:	**1957**

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	Bachelor of Science - Chemistry
PG	Master of Science – Chemistry
Ph.D	Chemistry

3. Interdisciplinary courses and departments involved: Offers complementary courses in Chemistry in other science batches.

4. Whether Annual/ Semester/ Choice Based Credit System: CBCS

5. Participation of the department in the courses offered by other departments: Chemistry (complimentary course) for Physics, Zoology and Botany majors.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	NIL	
Associate Professors	4	4
Ass. Professors	7	6

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

NAME OF FACULTY MEMBER	QUALIFI-CATION	DESIG-NATION	SPECIALI-ZATION	EXPE-RIENCE (IN YEARS)	NO. OF PHD STU-DENTS GUIDED IN THE LAST 4 YEARS	ANY OTHER DETAILS
Dr. Sumol Varghese	M.Sc., B.Ed., M. Phil., Ph.D.	HOD + Asso. Prof.	Physical Chemistry	30 yrs	-	Former Student of the College
Prof. Suma P. Oommen	M.Sc., B.Ed., M. Phil.	Asso. Prof.	Inorganic Chemistry	27 yrs	-	Former Student of the College
Dr. George Lukose	M.Sc., M. Phil., Ph.D.	Asso. Prof.	Inorganic Chemistry	25 yrs	-	Former Student of the College
Dr. James T. Joseph	M.Sc., B.Ed., M. Phil., Ph.D.	Asso. Prof.	Materials Chemistry	25 yrs	-	Former Student of the College
Dr. Suju C. Joseph	M.Sc., Ph.D.	Asst. Prof.	Synthetic Organic Chemistry	12 yrs	3	Former Student of the College, Post-doctorate from USA, Secretary, PTA, Secretary, AMICOS
Dr. Suja Mathai	M.Sc., B.Ed., Ph.D., PGDCA	Asst. Prof.	Electro-chemistry	8 yrs	-	M.Sc First Rank Holder Kerala University , Post Doctorate
Dr. R. Selwin	M.Sc., Ph.D.	Asst. Prof.	Inorganic Chemistry	9 yrs	2	Post Doctorate

Josephus						ANO, NCC (Air Force)
Dr. Sonia Mol Joseph	M.Sc., Ph.D.	Asst. Prof.	Organic Chemistry	4 yrs	-	M. Sc First Rank Holder, M. G Uty Post Doctorate
Dr. Sajith Kurian	M.Sc., Ph.D.	Asst. Prof.	Materials Chemistry	1 yr	-	Ph.D from IIT Kanpur
Ms. Binimol Mary Mathew	M.Sc., B.Ed.	Asst. Prof.	Co-ordination Chemistry	9 yrs	-	
Dr. Niecy Elsa Mathews	M.Sc., M. Phil., Ph.D.	Guest Faculty	Inorganic Chemistry	1 M	-	Former student

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
Under Graduate	9 %
Post Graduate	Nil

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
Under Graduate	20:1
Post Graduate	16:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	5	5
No. of Administrative Staff	NA	NA

11. Number of faculty with ongoing projects:

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received	Completed/ Ongoing
Dr. Suju C. Joseph	Minor	UGC	5 Lakhs	Ongoing
Dr. Suja Mathai	Minor	UGC	5 Lakhs	Ongoing
Dr. R. Selwin Josephus	Major	CSIR	20 Lakhs	Completed
Dr. Sajith Kurian	Major	DST-SERB	30 Lakhs	Ongoing

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: Rs 12 lakhs

13. Research Facility / Centre with
    a. State recognition: Yes
    b. National recognition: No
    c. International recognition: No

14. Publications in the last 5 years:
    Number of
    - Papers published in national peer-reviewed journals: 8
    - Papers published in international journals: 32
    - Monographs:
    - Chapter(s) in books: 4
    - Edited books:
    - Books with ISBN numbers with details of publishers:
      - Number of books with ISBN numbers: 1
      - Names of publishers: S. Chand
    - Number listed in International Database (For *e.g.* Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):
    - Citation Index:
      - Range: 120-250
      - Average: 150
    - SNIP: 0.136-1.621
    - SJR: 0.135-2.770
    - Impact Factor:
      - Range: 2-8
      - Average: 3.6

- H-index 4-8

15. Details of patents and income generated:

Details of Patents	Income generated
3	NIL

16. Areas of consultancy and income generated:NIL

17. Faculty recharging strategies: NIL

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: 80%
    - Percentage of students doing projects in collaboration with industries / institutes: 20%

19. Awards / recognitions received at the national and international level by
    - Faculty: one
    - Doctoral / post doctoral fellows: One
    - Students: one

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants (with mention of outstanding participants, if any)
National Seminar on Advanced Analytical Techniques	2016	UGC	210
National Seminar on Nanomaterials and its Applications	2015	KSCSTE	200
National Seminar on Green Practices in Chemistry	2014	KSCSTE	200
A National Workshop on Characterization of Advanced Materials, HEAM CAM 2013	2013	KSCSTE	200

A National Competition for Research Scholars on Hydrogen Energy Project, HEAM SCHOLAR 2012	2012	IAHEAM	150

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	1200	14	41	78	90		
PG	200	3	13	66	85		

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	100	-	-
PG	25	100	-	-
PhD	11	67	33	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - NET: 7

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2012	2013	2014	2015	2016
UG to PG	80	75	82	85	80
PG to MPhil	10	8	12	10	10
PG to PhD	30	40	35	30	20
PhD to Post-Doctoral	10	15	20	20	0
Employment					
Campus Selection	30	20	25	30	20
Off-Campus Selection	40	50	45	50	40
Entrepreneurs	30	25	25	30	30

25. Diversity of staff:
Percentage of faculty who are graduates
- of the same parent university: 6
- from other universities within the State: 5
- from other universities from other States:

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 5

27. Present details about infrastructural facilities
- Library: Yes, We are linked to the main library.
- Internet facilities for staff and students: Yes
- Total number of class rooms: 5
- Class rooms with ICT facility: 4
- Students' laboratories: 4
- Research laboratories: 4

28. Number of students of the department getting financial assistance from College: Noon meals are being provided to six students

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
- Yes, We always look for the social relevance and employment opportunities

30. Does the department obtain feedback from
- Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
    - Yes, We will evaluate the feedback and necessary corrections are made accordingly
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
    - Students are having a positive response and they take the freedom to give any feedback to the staff as per their needs
- Alumni and employers on the programmes and what is the response of the department to the same?
    - The feedback from the outgoing students as well as the alumni were taken and necessary corrections were done accordingly

31. List the distinguished alumni of the department (maximum 10)
    1. Dr. Alexander Jacob – Former DGP, Kerala

2. Justice J B Koshy – Chairman, Kerala Human Rights Commission
3. Palode Ravi – Former Deputy Speaker, Kerala Legislative Assembly
4. Dr. A Sreekumaran Nair – Associate Professor, Amrutha Institute of Nanoscience and Technology, Kochi
5. Dr. V George – Former Deputy Director, TBGRI
6. Dr. G Rajadurai – Vice President, ACS Industries, USA
7. Dr. C. S. Kuttapan, Rtd. Principal, Medical College, Thrisoor, Kerala
8. Dr. K. Y. Benedict, Principal, Mar Theophilus Training College, Trivandrum
9. Prof. Mary Dorothy, Rtd. Principal, Govt. Women's College, Trivandrum
10. Dr. John T. John, Emeritus Scientist, BARC, Mumbai

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

Topic of Seminar	Year	Speaker
National Seminar on Advanced Analytical Techniques (NSAAT 2016)	2016	Prof. K L Sebastian, IISC Banglore, Dr. A. Ajayaghosh, Director, NIIST Dr. Kuruvila Joseph, Dean, IIST Dr. Mahesh Hariharan, IISER Prof. E. Prasad, IIT Madras
National Seminar on Nanomaterials and its Applications (NSNA 2015)	2015	Dr. N. Ponpandian, Bharathidasan University, Coimbatore Dr. S. Anandhan, NIT, Trichy Dr. B. Sundarakannan, M.S.University, Tirunelveli Dr.T. Prakesh, University of Madras, Chennai
National Seminar on Green Practices in Chemistry	2014	Dr. K N Rajashekaran
A National Workshop on Characterization of Advanced Materials, HEAM CAM 2013	2013	Dr. V Rajashekaran Nair, Executive Vice president, KSCSTE
National Seminar on Polymer Technology	2013	Dr. C Gouri, Head, Lithium ion & Fuel Cell Division, VSSC
A National Competition for Research Scholars on Hydrogen Energy Project, HEAM SCHOLAR 2012	2012	Prof. SMA Shibili, HOD, Dept. of Chemistry, University of Kerala

33. List the teaching methods adopted by the faculty for different programmes:
Use of chemical models, crystal structures, Power point, smart boards; 3D views of molecules

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
By review and regular assessment of the programmes/objective

35. Highlight the participation of students and faculty in extension activities:
- Active participation of the students and faculty members in various extension activities, like teaching the under privileged students in rural areas, motivating high school students into science through the science facilitation center located within the College.
- Visiting "Snehaveedu" the house of destitute on a regular basis and supporting them in all their needs

36. Give details of "beyond syllabus scholarly activities" of the department.

SN	Date	Activity	Resource Person
1.	31st August 2016	Inauguration of the Certificate Course in Yoga	Rev. Dr. Philp Neri
2.	27th July 2016	Chemistry Quiz Competition	
3.	8th August 2016	Inauguration of the Chemistry Association and followed by a lecture on Chemistry- for Space application	Dr. Bibin John, Scientist, VSSC
4	5th June 2015	Celebration of the World Environment day with a lecture followed by planting of trees	Rev. Dr. Gigi Thomas
5	11th August 2015	Inauguration of the Chemistry Association followed by a talk on Nuclear medicine	Dr. Kuruvilla joseph
6	18th August 2015	Visit to IIST, Tivandrum	
7	15th October 2015	Science Quiz in memory of the Birthday of Bharat Ratna Dr. APJ Abdul Kalam	Dr. James T. Joseph
8.	19th October 2015	Debate organized as a part of the Science week celebrations	Prof. Johnson Varughese
9.	10th November 2015	Visit to FACT, Kochi	

10.	21st November 2015	Science Exhibition	
11.	7th January 2015	Lecture on Supramolecular Chemistry	Dr. A. Ajayaghosh, Director, CSIR-NIIST, Trivandrum
12	27th June 2014	Visit to JNTBGRI	
13	18th June 2014	Program on "growing through reading"	
14	25th July 2015	Lecture on Polymers in Space Application	Dr. C. Gouri, VSSC
15	8th August 2014	Workshop on Microscale experiments in Chemistry	Dr. Murugan
16	11th August 2014	Chemistry Quiz Competition	Prof. Johnson Varughese
17	Interclass Poster presentation	Interclass poster presentation	
18	7th October 2014	Talk on application of Chemistry in solving Crimes	Dr. C. Justin Dhanaraj
	11th February 2015	Lecture on Overview of information Technology	Shri. S. Manoharan Nair

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - No
    - Details: NA

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Curriculum which can ensure employment
        - Extension Activities
        - Outreach programmes
        - Remedial Classes
        - Faculty members with good academic excellence
        - Eight out of ten of the teaching staff are PhD holders
        - Have 85 publications in various national and international journals
    - Weaknesses
        - Financial difficulty
        - Lack of hostel facility for students
    - Opportunities
        - Employment
        - Seventy percent of the UG students go for higher studies

    - Sponsored Projects
    - Research
    - Link with reputed people in the area
    - Overall developments
- Challenges
    - More students to get clearance in Competitive Examination.

39. Future plans of the department.
    To start M.Phil and M.Sc (Pharmaceutical Courses).

Appendix: Department Fact File: Chemistry

d. EVALUATIVE REPORT OF THE DEPARTMENT OF BOTANY

1. Name of the Department & its year of establishment:

Name of Department:	BOTANY
Year of Establishment:	1959

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BSc Botany

3. Interdisciplinary courses and departments involved: Open course: HORTICULTURE
4. Whether Annual/ Semester/ Choice Based Credit System: CHOICE BASED CREDIT SYSTEM
5. Participation of the department in the courses offered by other departments: BIOTECHNOLOGY, ZOOLOGY ,OPEN COURSE
6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors		
Ass. Professors	4	4

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience (in years)	No. Of PhD students guided in the last 4 years
Suju Skaria C	MSc.Mphil, PhD submitted	Assistant Professor		11	
Dr Victoria	MSc , PhD	Assistant		11	

P.K		Professor			
Dr Bindu Alex	MSc , PhD	Assistant Professor		7	
Dr Regitha	MSc PhD	Assistant Professor		5	

8. Percentage of classes taken by temporary faculty – programme-wise information: NIL
9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BSc	35:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	2	2
No. of Administrative Staff	NIL	NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: ONE
    - Number of faculty with ongoing projects from international funding agency: NIL
    - Total grant received: Rs.2,00,000/-
    - Names of funding agencies and grants received project-wise of ongoing projects:

Name of Faculty	Type of Project (Major/ Minor/	Name of Funding Agency	Grants received
Dr Victoria P.K	Minor	UGC	200000/

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: RS 33 LAKHS FOR DBT STAR COLLEGE SCHEME

ALONG WITH THE DEPARTMENT OF BIOTECHNOLOGY AND ZOOLOGY

13. Research Facility / Centre with
    d. State recognition: YES / NO
    e. National recognition: YES / NO
    f. International recognition: YES / NO

14. Publications in the last 5 years:
    Number of
    - Papers published in national peer-reviewed journals: 4
    - Papers published in international journals: 3
    - Monographs: NIL
    - Chapter(s) in books: NIL
    - Edited books: NIL
    - Books with ISBN numbers with details of publishers:
      - Number of books with ISBN numbers: NIL

15. Details of patents and income generated: NIL

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: NIL

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: 100%:- III DC Projects
    - Percentage of students doing projects in collaboration with industries / institutes: NIL

19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized and the source of funding (National
    / International) with details of outstanding participants, if any. NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	720	34	15	70	90	65	95

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	98	2	0

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: NIL
    - Defense Services: NIL
    - NET:2
    - SLET: NIL
    - GATE: NIL
    - Any other: NIL
24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2102	2013	2104	2015	2106
UG to PG	35	37	40	45	52
PG to MPhil	NA	NA	NA	NA	NA
PG to PhD	NA	NA	NA	NA	NA
PhD to Post-Doctoral	10				
Employment					
Campus Selection	20				

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: 25
    - from other universities within the State:50
    - from other universities from other States: 25

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16):Ph.D submitted -1

27. Present details about infrastructural facilities
    - Library: Yes
    - Internet facilities for staff and students: YES

- Total number of class rooms: THREE
- Class rooms with ICT facility: 1
- Students' laboratories: 1
- Research laboratories: NIL

28. Number of students of the department getting financial assistance from College: 5

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology. NO

30. Does the department obtain feedback from

    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
      Through the IQAC
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
      Through the IQAC
    - Alumni and employers on the programmes and what is the response of the department to the same?
      Through the IQAC

31. List the distinguished alumni of the department (maximum 10)
    - Dr Ashalatha , Former Dean of Science , University of Kerala, Karyavattom.
    - Dr Biju Scientist – JNTBGRI, Palode
    - Mr Prasad, DYSP, Intelligence

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Invited talks by eminent personalities

33. List the teaching methods adopted by the faculty for different programmes:
    Demonstration provided , ICT methods , Field trips

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    Conducting Regular BOS meetings with external members

35. Highlight the participation of students and faculty in extension activities.
    - Boomithrasena club - Govt of Kerala scheme
    - National Environment awareness campaigning by ministry of Environment and forest

36. Give details of "beyond syllabus scholarly activities" of the department.
    - Industrial visit
    - Field collection

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - YES; by the University

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths: Above average students
        - Highly qualified teaching staff
    - Weaknesses
        - Lack of MSc Programme
        - Lack of a research lab
    - Opportunities
        - Admission to central universities
        - Participation in the state level meeting through the clubs
        - Presentation of the students in the National seminars
    - Challenges
        - Setting p well-equipped research labs

39. Future plans of the department.
    - Setting up of a research lab
    - Training the students for competitive exams
    - DNA barcoding for the local plants
    - Collaborative projects

Appendix: Department Fact File: Botany

e. EVALUATIVE REPORT OF THE DEPARTMENT OF BIOTECHNOLOGY

1. Name of the Department & its year of establishment:

Name of Department:	Biotechnology
Year of Establishment:	2001

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	B.Sc. Botany and Biotechnology
PG	NIL

3. Interdisciplinary courses and departments involved: Open course

4. Whether Annual/ Semester/ Choice Based Credit System:
Choice Based Credit and Semester System

5. Participation of the department in the courses offered by other departments:
Open course

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Ass. Professors	4	4

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Special-ization	Experi-ence (in years)	No. Of PhD students
Dr. Thomson	M.Sc., Ph.D.	Assistant Professor	Plant tissue culture	10	NIL

Kuruvilla					
Dr. Deepthy Alex	M.Sc., Ph.D.	Assistant Professor	rDNA Technology	4	NIL
Dr. N. Lini	M.Sc., Ph.D.	Assistant Professor	Proteomics	3	NIL
Mr. T. Sajeesh	M.Sc., M.Phil.	Assistant Professor	Phyto-chemistry	1	NIL
Dr. Siddharth Banerjee	M.Sc., Ph.D.	Guest Lecturer	Molecular Biology	1	NIL
Dr. Hema Vipin	M.Sc., Ph.D.	Guest Lecturer	Biochemistry	1	NIL

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
B.Sc. Botany and Biotechnology	13.3%

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
B.Sc. Botany and Biotechnology	18 : 1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	1	0
No. of Administrative Staff	NIL	NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: 1
    - Number of faculty with ongoing projects from international funding agency: NIL
    - Total grant received: Rs. 65,000/-

- Names of funding agencies and grants received project-wise of ongoing projects:

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received
Dr. Deepthy Alex	Minor	UGC	Rs. 1,30,000/-

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received:
    - Name/ Nature of Project: NIL
    - Total grants received: NIL

13. Research Facility / Centre with
    - State recognition: YES / NO NO
    - National recognition: YES / NO NO
    - International recognition: YES / NO NO

14. Publications in the last 5 years:
    - Number of
        - Papers published in national peer-reviewed journals: 3
        - Papers published in international journals: NIL
    - Monographs: NIL
    - Chapter(s) in books: NIL
    - Edited books: NIL
    - Books with ISBN numbers with details of publishers: NIL
        - Number of books with ISBN numbers: NIL
        - Names of publishers: NIL
    - Number listed in International Database (For *e.g.* Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL
    - Impact Factor:
        - Range: 5

15. Details of patents and income generated: NIL

16. Areas of consultancy and income generated:NIL

17. Faculty recharging strategies: NIL

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental: 40%
- Percentage of students doing projects in collaboration with industries / institutes: 60%

19. Awards / recognitions received at the national and international level by
    - Faculty:
    - Doctoral / post doctoral fellows:
    - Students: Ms. S.V. Jinchu
        - Best Cadet Bronze medal in RDC competitions 2016 held at New Delhi
        - DG Commendation (NCC Director General Commendation) for the best performance in Republic Day Camp 2016
        - Silver medal in drill competition during All India Vayu Sainik Camp held at Bangalore

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any: NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	696	6	24				
PG	NA						

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	100%	0	NIL
PG	NA			
PhD				

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NIL

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2102	2013	2104	2015	2106
UG to PG	69%	77%	71%	74%	62%

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: 60%
    - from other universities within the State: 0%
    - from other universities from other States: 40%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 2

27. Present details about infrastructural facilities
    - Library: NA
    - Internet facilities for staff and students: NIL
    - Total number of class rooms: 3
    - Class rooms with ICT facility: 1
    - Students' laboratories: 1
    - Research laboratories: 0

28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - NIL

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
      - Yes. We make adequate changes in the curriculum suggested by faculty in the next coming academic year after getting approval from Board of studies.
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
      - Yes. Teaching-learning evaluation will be analysed by respective faculty themselves and make changes in teaching methods.
    - Alumni and employers on the programmes and what is the response of the department to the same?
      - No

31. List the distinguished alumni of the department (maximum 10)

- Data not available

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Nil

33. List the teaching methods adopted by the faculty for different programmes
    - Smart Class
    - Field study
    - Industrial visit
    - Typed Lab manual to save time for practical hours

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - By analyzing the percentage of students enrolling Higher studies.
    - By analyzing the number of students getting admission to PG and other programmes like integrated Ph.D. in Universities and Research Institutes of national repute.
    - By getting the student academic record for PG and other programmes even after the completion of the course through social media networks

35. Highlight the participation of students and faculty in extension activities.
    - NSS
    - NCC

36. Give details of "beyond syllabus scholarly activities" of the department.
    - DBT star college programme run by the department in collaboration with Botany and Zoology Departments.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - YES/ NO NO
    - Details:

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Well equipped Biotechnology Lab
        - All NET qualified and Ph.D. degree holding faculty
        - Good academic syllabus which almost covers CSIR-NET syllabus
        - Smart class room
        - Highly motivated students with good academic record.

- Weaknesses
  - No departmental library.
  - No research laboratory to carry out research for faculty.
  - Lack of Lab assistant who is an expert in laboratory techniques.
  - No financial support for students to carry minor research projects.
  - Lack of good infrastructure for the department and laboratory.
- Opportunities
  - Students can choose either Biotechnology or Botany for PG higher studies.
  - Basic knowledge in life science helps the students to qualify the entrance examinations for PG and Integrated Ph.D. conducted by Research Institutes and Universities of national repute.
  - Academic syllabus provide a basic knowledge in all streams of biology such as biotechnology, botany, zoology, biochemistry, immunology, molecular biology, cell biology which helps the biotechnology students to get clear NET/GATE or National competitive exams compared to Botany and Zoology students.
  - Wide career opportunities for the biotechnologist in foreign countries.
  - Nurture the urge for research in students even from the UG level.

- Challenges
  - Teaching biochemistry with guest lecturer
  - Industrial collaboration for student projects
  - Infrastructure for the department and Laboratory
  - Placement for the UG degree holders
  - Separate Botany Laboratory

39. Future plans of the department.
    - Apply for Major/Minor research projects
    - Organizing conferences/seminar
    - Nurturing industrial collaboration for student and research projects
    - Organizing local Institutional / Industrial visit.

f. EVALUATIVE REPORT OF THE DEPARTMENT OF ZOOLOGY

1. Name of the Department & its year of establishment:

Name of Department:	Zoology
Year of Establishment:	1955

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BSc Zoology
PG	MSc Zoology
Ph. D	Ph.D in Zoology

3. Interdisciplinary courses and departments involved:

   1. Complementary Zoology for BSc Botany students.
   2. Open course: "Human Health and Sex Education" for total of 75 students from all departments except Zoology Department.

4. Choice Based Credit System: YES for B.Sc

5. Participation of the department in the courses offered by other departments:

   - Open course offered by department.
   - Complementary papers in Zoology taken for Botany students.
   - Interested students participate in Add-on-Course offered by other Departments

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors	3	3
Ass. Professors	5	5

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Designation	Special-ization	Expe-rience (in years)	No. of PhD stu-dents
Dr. Leenamma Joseph	M.Phil, Ph.D	Associate Prof	Entomology	24	nil
Dr. P.I Paul	M.Phil, Ph.D	Associate Prof	Parasitology	23	nil
Dr. V.S Josekumar	M.Phil, Ph.D	Associate Prof(retired) in 2015	Bio-prospecting, Bio-monitoring and conservation	25	6
Dr. KG Manju	M.Phil, Ph.D	Assistant Prof	Fisheries	10	3
Dr. Suboj Babykutty	Ph.D	Assistant Prof	Cancer Biology	5	nil
Mr. Johnson George	MSc	Associate Prof	-	24	-
Mrs Meera George	MSc	Assistant Prof (FDP)		10	
Mrs Susan Kurian	MSc	Assistant Prof(FDP)		5	
Mrs Lija L Raju	MSc	Assistant Prof		3	
Dr. Dhaniya MV	Ph D	FDP substitute	Pest management	2	
Dr. Prathiba Kumary	Ph. D	FDP substitute	Pharma-cology	1	

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
BSc	25
MSc	25

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BSc	19
MSc	3.25

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	4	4
No. of Admin Staff	NIL	NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

- Number of faculty with ongoing projects from national funding agency: 1

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received (Rs)
DrVS Josekumar ,, Dr KG Manju Dr Leenamma Joseph	Minor Project Research support	UGC Univ. of Kerala	35000 50000 100000 150000
Dr Leenamma Joseph Mrs Susan Kurian Mrs Meera George	Student Project	KSCSTE	10000 4000 10000
Dr Leenamma Joseph(general Coordinator)	DBT-STAR college scheme	DBT	1100000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received:

- Name/ Nature of Project: DST –FIST: (21 lakhs)
- DBT _ STR College Scheme: (11 lakhs)
- Total grants received: (32 lakhs)

13. Research Facility / Centre with

State recognition: YES

- Research centre is affiliated to University of Kerala.

National recognition: YES

- **A CPCSEA registered Animal House** and Institutional Animal Ethical Committee (IAEC) according to the norms of CPCSEA.
- Dept. of Zoology could participate in "**30 Years of DBT**" celebrations of Department of Biotechnology, Ministry of Science and Technology,

Government of India as our college was selected as one among the 24 colleges in India for this celebrations in the year 2015-16.

- A full-fledged Animal cell culture lab, a molecular biology lab and Microbiology lab. Department could conduct a UGC funded **National Workshop on "Animal Cell Culture and Cytogenetics** (14-20 december 2015), in collaboration with **Dr G Srinivas**, Scientist, Sri Chithira Thirunal Institute of Medical Sciences, Thiruvananthapuram(DBT centre). Participants included Scientists, University Faculty, Faculty from Medical college, College Asst. professors, Farmaceutical and research scholars representing all regions of India.
- KSCSTE sponsored National Seminar and Science day celebration SCIENTIA-2013 on "Relevance of GM Crops in food security" (28/2/2013). Inauguration and key note address by Prof **E D Jemmis, Director, IISER, TVM**. Dr Narendran M Nair and Dr Bharat R Char scientists from MAHYCO, Maharashtra, **Dr R Sreekumar**, Joint Director, Forensic Lab, Govt. of Kerala and **Dr Jayaprakash** scientist, CTCRI,TVM led the seminar

International recognition: YES

- International Earth worm Biologist from Canada, **Dr. John Warren Reynold** visited the Zoology Research Laboratory in 18/02/2010.
- Italian Cancer Biologists Prof. **Glorian C. Sorensen**, Professor in Society, Harvard School of Public Health and Director, Community-based Research, Dana-Faber Cancer Institute and **Dr Angelo Paradiso**, Director of Medical Oncology, NCRC, Italy visited Research lab of Dept. of Zoology and gave a Public lecture on "Cancer Prevention and Treatment."
- One of our faculty **Dr. Suboj Babykutty** got **Indo- US fellowship** for PDF at Harward University USA
- Dr Josekumar and Dr Leenammajoseph participated and presented papers in International symposia, in Malaysia and Thailand.
- Dr Leenamma Joseph was a poster judge in international Symposia at Malaysia.

14. Publications in the last 5 years:

Number of

- Papers published in national peer-reviewed journals:15
- Papers published in international journals: 7
- Books with ISBN numbers with details of publishers: 3
  - Number of books with ISBN numbers: 3
  - Names of publishers: Academica

15. Details of patents and income generated: NIL

16. Areas of consultancy and income generated:

Areas of Consultancy	Income generated
Biofarming Composting and Earth worm rearing Honey bee keeping	No benefit received

17. Faculty recharging strategies:

- Refresher course
- Attending Seminars
- Participating Workshops
- Field Trips and Industrial Visits along with students

18. Student projects

- Percentage of students who have done in-house projects including inter-departmental: 80%
- Percentage of students doing projects in collaboration with industries / institutes: 20%

19. Awards / recognitions received at the national and international level by

- Faculty: FDP - 2
- Post Doctoral fellows: 1 (from Harvard Medical School)
- Students : Scholarships like Inspire, Central sector, Higher education Prathibha etc. Admission in Central Universities, IISER etc.

20. Seminars/ Conferences/Workshops organized and the source of funding (National/ International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants
Work shop on Bioinformatics and Molecular biology tools	2016 March	DBT	48
Biotechnology Colloquium in connection with 30 years of DBT under DBT- STAR college scheme	2016 February	DBT	150
National Science Day Applications of Cytogenetics	2016 February	KSCSTE	140
National Work shop on	2015	UGC	14

Animal cell culture and Cytogenetics for Faculty and Researchers	December		
Work shop on Vermicomposting	2015Feruary	UGC	45
Work shop on apiculture	2014 December	UGC	45
SummerTraining for students	2015 april	DBT	20
Science Day National seminar SCIENTIA	2013 February	KSCSTE	80
Work shop on Bioinformatics	2014 january	DBT	40
Advanced Training In Biotechnology	2013 APRIL	DBT	24
Alternatives to use of animals in life science	2010 march	MGDC	50

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	1055	12	39	50	87.1	49	90
PG	161		13		84.5		

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			
PG	30	70		
PhD	83	17		

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?

- Civil Services: IFS - 2
- Defense Services: - 5
- NET: 5

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2102	2013	2104	2015	2106
UG to PG	27	23	24	25	
PG to MPhil	1				
PG to PhD	3	2	2	2	
PhD to Post-Doctoral	1				
Employment					
Campus Selection					
Off-Campus Selection	25	20	18	5	3

25. Diversity of staff:

    Percentage of faculty who are graduates
    - of the same parent university: - 55.5%
    - from other universities within the State: - 45.5%
    - from other universities from other States: NIL

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16):

    - Ph.D - 1
    - PDF - 1

27. Present details about infrastructural facilities

    - Library: 4000 books
    - Internet facilities for staff and students: available
    - Total number of class rooms: 5
    - Class rooms with ICT facility: 2
    - Students' laboratories: 2 main libraries, 1 Animal cell culture lab, 1 microbiology lab,
    - Instrumentation rooms: 3
    - Research laboratories: 1
    - Research Library- 1
    - Seminar Hall – 1
    - Animal House
    - Store Rooms: 2
    - Museum

28. Number of students of the department getting financial assistance from College: nil

    - Needy students are getting financial assistance from Government.
    - Study materials given to needy students from the Department Fund

29. Was any need assessment exercise undertaken before the development

of new programme(s)? If so, give the methodology.

- Discussion with all faculty members and study of its relevance and scope and discussed it with experts in the field. An Add-on Certificate Course "Fresh Water Aquarium Maintenance and Management" started.

30. Does the department obtain feedback from

- Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
  - It is implemented in the syllabus revision and curriculum framing
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
  - IQAC is doing it, but each teacher is taking feed back personally for curriculum development
- Alumni and employers on the programmes and what is the response of the department to the same?
  - Discussion initiated with many Alumni members. There is an Alumni member in our Board of studies.

31. List the distinguished alumni of the department (maximum 10)

- Dr. Radhakrishnan Scientist RGCB
- Dr Bijoy Nandan Scientist Cochin University
- Dr Rekha Yesudas, Professor Manhattan college New York
- Mr Bijilal IFS
- Mrs Maya IFS
- Mr Shafi DYSP
- Mrs Helena Jolly, University of British Columbia
- Dr Satheesh, Neuro-surgeon, Govt. Medical college TVM

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

- Work shop on cell culture given to students every year directed by our faculty.
- Bio informatics work shop led by Mr Gopi Varun, Asst. Prof, National College, Trivandrum, last 3 consecutive years
- At least 8 invited lectures each year on different topics
- Training on Apiculture, vermicomposting and aquarium maintenance every year
- Training on Good Laborarory practices every year
- Training on museum keeping every year
- Charity work and visits every year
- Institutional visits every year

Invited Talks

- Dr. E Vijayan, ICMR Emeritus Scientist from Cochin University of Science and Technology on the topic "Scope of Biological Science as a career" (21/7/12)
- Dr.G Srinivas, Scientist "The art of Scientific Investgations". 24/10 2013)
- Dr Abraham Samuel HoD of Zoolohy CMS College Kottayam,"Diversity of Dragon flies". Science Day (28/2/2014)
- Mr Vava Suresh, Herpetologist Class cum Demonstration of handling of snakes and Zoology Association Inauguration (25 /8/2014)
- Dr Gopakumar MD Govt. Ayurvedic College, TVM. "Ayurvedic Life Style" (8/10/2014)
- Prof Kunjikrishnan University Collge TVM. "Challenges of Biodiversity of Western Ghats".(20/10/2014)
- Dr Sunny Francis Principal, Govt College Attingal. "Endocrine Disrupters in nature". (31/10/2014).
- Rev Dr. Sunny P, Principal Senior Higher Secondary School, Gorakhpur UP. "Environmental Degradation of India" (18/11/2014)
- People for Animals, Trivandrum chapter. Talk on Animal welfare (18/12/2014)
- Dr R Jayakrishnan, Cancer Care Research Foundation, Seminar on Cancer awareness. 26/2/2015
- Dr B A Daniel, Co Chair of South Asia Invertebrate Specialist Group of IUCN. Zoology Association, MIZT inauguration and talk "Species status and Conservation".(12/8/2015)
- Dr Preeja S, Asst Prof, Dept. of Pharmacology.Talk on "Life style Diseases"(8/8/2016)
- Dr Kalesh Sadasivan, Plastic Surgeon, Govt. Medical College, Trivandrum on the topic "Wonderful Life of Foemicidae'(22/8/2016)

33. List the teaching methods adopted by the faculty for different programmes

- Power point presentation
- Interactive board
- Chalk and Board
- Remedial teaching

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?

- Test papers
- Discussions
- Interactions
- Assignments

- Peer teaching
- Micro teaching
- Student seminars
- Student projects

35. Highlight the participation of students and faculty in extension activities.

- Health awareness and Blood grouping of students.
- Charity work and visit to rehabilitation centre for mentally challenged children

36. Give details of "beyond syllabus scholarly activities" of the department.

- Walk with a scholar programme
- DBT-STAR college scheme to give advanced training in biological techniques.
- Students and Faculty are practicing organic farming and developed a " Pulse Garden" as this year is declared as "Pulse Year" by Food and Agricultural organization of UNO
- Earth worm culture maintenance in vermicompost and supply it to students and nearby residents
- Honey Bee rearing and its awareness programme

37. State whether the programme/ department is accredited/ graded by other agencies. Give details: NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

- Strengths:
  - Unity among faculty and students
  - Discussions of all matters with all faculty members
  - Lab facility adequate
  - Class substitution if a faculty is absent
  - Good students
- Weaknesses
  - Lack of enough space
  - Time constraint
- Opportunities
  - Add-on –course to develop entrepreneurship
  - Add-on course for Embryologist
  - Add-on course for Cytogenetist
  - Add-on course for Lab technicians
  - Add-on course for Water and soil analysts
- Challenges
  - Equipping students for higher studies

39. Future plans of the department.

- Propose a mega project to apply for SARD
- More training programmes for students
- Develop a Water Analysis Lab

Appendix: Department Fact File: Zoology

g. EVALUATIVE REPORT OF THE DEPARTMENTS OF ECONOMICS, POLITICS AND HISTORY

1. Name of the Department & its year of establishment:

Name of Department:	Economics, History& Politics
Year of Establishment:	1949

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BA Economics
PG	NA

3. Interdisciplinary courses and departments involved:
Complementary papers offered by department of History, Politics & Mathematics

4. Whether Annual/ Semester/ Choice Based Credit System: CBCS

5. Participation of the department in the courses offered by other departments:
History is a complementary paper of English department.

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	3	3
Ass. Professors	1	1

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Designation	Special-ization	Expe-rience (in years)	No. Of PhD stu-dents
Dr. Jessy Thomas	MA, M.Phil.,Ph. D.	Associate Professor	Women Entrepre-neurship	20 Years	

Anju Mary George	MA, M.Ed	Asst. Professor	Social Science	3 Years	
J A Thomas	MA, B.Ed, M.Phil.	Associate Professor	History	26 Years	
Dr.K .Oommachan	MA, M.Phil., Ph.D.	Associate Professor	Political Science	24 Years	

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
BA Economics	20

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BA	56 : 1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	Nil	
No. of Administrative Staff	Nil	

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise: NIL

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received:[Nil]

13. Research Facility / Centre: NO

14. Publications in the last 5 years: Nil

15. Details of patents and income generated: NA

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: NIL

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: 100%
    - Percentage of students doing projects in collaboration with industries / institutes: NIL

19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any. NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	924	30	47				

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	100 %	Nil	Nil

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: 5
    - Defense Services: 3
    - NET: 10
    - SLET: NA
    - GATE: NA

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2102	2013	2104	2015	2106
UG to PG	15	20	15	15	15

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: 75 %
    - from other universities within the State: NIL
    - from other universities from other States: 25 %

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1 - Ph.D

27. Present details about infrastructural facilities
    - Library: General library
    - Internet facilities for staff and students: Available
    - Total number of class rooms: 3
    - Class rooms with ICT facility: 1
    - Students' laboratories: na
    - Research laboratories: na

28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Not yet.

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - No
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - No
    - Alumni and employers on the programmes and what is the response of the department to the same?
        - No

31. List the distinguished alumni of the department (maximum 10)
    - Anuj Joshua Mathew- British Civil Service
    - Preethi Abraham- IAS
    - Vyasan - IAS

- Asha Ajith- IAS
- Nayanthara Sasikumar - IES
- Arya B K - IES
- Ashish Thomas - RBI
- Nadhaniel G V - RBI
- Anjana Syam Nath - RBI
- Kavitha Ram - NABARD
- Krishnakumar R S - Intelligence Bureau
- Vipin Chandran - Intelligence Bureau

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - YMCA sponsored Budget discussion by experts like c P Nayar, Prof. M A Oommen, Prof. Mary George & Kerala University teaching faculty members
    - GIFT sponsored Prof. I S Gulati Memorial Lecture on Taxation
    - Kerala Higher Education department sponsored seminars on current socio – economic issues
    - Talks made by prominent resource persons like:
        - Prof. Narayanan Nair on 'Inflation'
        - Prof. Irudayarajan of Centre for Development Studies on 'Kerala Migration'
        - Prof. Cyriac Thomas, former V C, M G University on 'Learning beyond the class room'.
        - Dr. Sashi Tharoor, M P on 'Economics in the present global context'.

33. List the teaching methods adopted by the faculty for different programmes
    - Lecture method
    - Paper presentation by students
    - Peer Tutorial
    - Discussion

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Internal exams
    - Paper Presentation
    - Assignments
    - Course based minor projects

35. Highlight the participation of students and faculty in extension activities.
    - Involvement of students in NGOs

36. Give details of "beyond syllabus scholarly activities" of the department.

- Open Forum
- Economic Forum
- Inter departmental quiz competition
- Internship Undertaken by students
- Paper presentation by students in other institution
- Participants and winners in Quiz competition, debates and paper presentation
- Activities of the Economics Association

37. State whether the programme/ department is accredited/ graded by other agencies. Give details. NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Bright students, with significant achievements
        - Discipline maintained among students
        - Academic achievement of students
        - Career achievement of students
    - Weaknesses
        - Unbalanced student teacher proportion(56 :1)
        - Lack of exposure to modern teaching learning fecilities
    - Opportunities
        - Scope of PG
        - Inter departmental distribution of courses
        - Outreached programme to be initiated by the department students to students in nearby institutions.
    - Challenges
        - Community out-reach activity curtailed due to the limited number of teachers
        - Constrained due to the inability to convert the third post of the department to a permanent one.

39. Future plans of the department.
    - MA programme
    - Offer internship opportunities for students
    - Tie-up with research centres and institutions like Planning Board in undertaking research projects

h. EVALUATIVE REPORT OF THE DEPARTMENT OF JOURNALISM

1. Name of the Department & its year of establishment:

Name of Department:	JOURNALISM, MASS COMUNICATION & VIDEO PRODUCTION
Year of Establishment:	1999

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	B A FDP in Journalism, Mass Communication and Video Prduction
PG	NIL

3. Interdisciplinary courses and departments involved: A Course in Media Studies for M A Malayalam with Malayalam Department

4. Whether Choice Based Credit System: Yes

5. Participation of the department in the courses offered by other departments: A Course in Media Studies for M A Malayalam with Malayalam Department

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Ass. Professors	3	2

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Desig-nation	Specialization	Expe-rience	No. Of PhD stu-dents

S R Sanjeev	MJC	Head & Asst. Professor	Journalism, Mass Communication and Video Production	4	0
Deepamol Thomas	MJC	Asst. Professor	Journalism and Mass Communication	10 months	

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
UG	40
PG	37

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	1:40

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	NIL	
No. of Administrative Staff	NIL	

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: 1
    - Number of faculty with ongoing projects from international funding agency: NIL
    - Total grant received: Rs.82,000/-
    - Names of funding agencies and grants received project-wise of ongoing projects:

Name of Faculty	Type of Project	Funding Agency	Grants received
S R sanjeev	Minor	UGC	Rs 82,000/-

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA

13. Research Facility / Centre: NO/ NA

14. Publications in the last 5 years:
Number of
- Papers published in national peer-reviewed journals: 1
- Papers published in international journals: Nil
- Monographs: Nil
- Chapter(s) in books: 1
- Edited books: Nil
- Books with ISBN numbers with details of publishers: Nil
- Number listed in International Database (For *e.g*. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil

15. Details of patents and income generated: NA

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: Nil

18. Student projects
- Percentage of students who have done in-house projects including inter-departmental: Six projects as part of FDP in Sixth Semester (100%)
- Percentage of students doing projects in collaboration with industries / institutes:

19. Awards / recognitions received at the national and international level by
- Faculty: Nil
- Doctoral / post doctoral fellows: Nil
- Students: Nil

/ Seminars/ Conferences/Workshops organized and the source of funding (National/ International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of partic-ipants
Role of media in strengthening legislature	2015	Institute of Parliamentary Affairs	130

20. Student profile course-wise (for 2015-16):

Name of	No. of	Number of	Pass percentage

the Course	applications received in 2016	students selected					
		Male	Female	I Sem		III Sem	
				M	F	M	F
UG	565	39					

21. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			

22. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: Nil
    - Defense Services: Nil
    - NET: 1
    - SLET: Nil
    - GATE: Nil
    - Any other: Nil

23. Student progression:

Student Progression	Percentage (%) against enrolled				
Year of Admission	2010	2011	2012	2013	2014
UG to PG	37	65	68	38	
Employment	13	25	5	13	
Campus Selection				13	
Off-Campus Selection					6
Entrepreneurs					

24. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: Nil
    - from other universities within the State: 2
    - from other universities from other States: Nil

25. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 0 (One Ph.D submitted)

26. Present details about infrastructural facilities

- Library: General library
- Internet facilities for staff and students: One desktop with internet facility in faculty room
- Total number of class rooms: 3
- Class rooms with ICT facility: 1
- Students' laboratories: 0
- Research laboratories: 0

27. Number of students of the department getting financial assistance from College: Nil

28. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Yes, The BoS has discussed the possibility for a PG programme in Journalism, Mass Communication and Video Production.
      Data shows that higher degree courses in JMC in Kerala are concentrated in Central and Northern Kerala. The students from the Southern districts of the state are dependent on the Uty Department and on a course offered by a self financing college. Thus the students who can afford the costs are trying to get admissions in universities outside Kerala. Thus the department has proposed a PG programme in JMC.

29. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
      - Yes, By considering the specific needs of the academic discipline, the gaps in the existing syllabus were filled with latest knowledge and media trends. References for such materials were mutually suggested among the faculty members.
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
      - Yes. Through structured questionnaire. Efforts were made to improvise communication and innovative teaching-learning methods.
    - Alumni and employers on the programmes and what is the response of the department to the same?
      - No.

30. List the distinguished alumni of the department (maximum 10)
    - Lipin Raj IES
    - Praveena P R- Chief reporter, Asianet News
    - Jose Medayil – Senior Producer, NDTV 24X7

- Abgeoth Varghese – special Correspondent – Manorama News
- Nidheesh Kumar P R – Sub editor – Telengana Times
- Christo Tomy – Film maker, National award winner
- Abhilash S – Film Script writer
- Mahadevan Thampi – Renowned Freelance photographer
- Arthana Binu – Film Actress
- Priya Thoovasseri – Documentary Film maker

31. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Bridge Course : A one-week long bridge course for newly admitted B A students was conducted with five external experts.
    - Prof V Madhusoodanan Nair :On 02.12.2015 an invited lecture by Prof. V Madhusodanan nair was conducted in the subject 'media writing'.
    - A seminar on 'the role of media in strengthening legislature' was organized with the participation of Institute of Parliamentary Affairs was conducted on 28th February, 2016.
    - Toonz Animation Academy has conducted a one-day orientation for the department students on 'animation'.
    - Editing workshop: Workshop for practical training in Video Editing was organized for S6 students.

32. List the teaching methods adopted by the faculty for different programmes
    - Theory sessions with interactive teaching and learning. Assignments were given to comprehend the scope of the syllabus of the concerned subject. Practical sessions to impart skills in editing, reporting, newspaper design etc. by publishing journal every month.
    - Practical sessions t impart skills on visual design, conceptualization, research, camera operation, editing, reporting, narration, anchoring etc. by giving assignments such as making of short fiction, PSA's, news packages, bulletins and documentaries.
      Advertisements (both print and visual) were designed and produced.

33. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - By continuous evaluation through assignments, internal test papers, Review and evaluation of student publications and visual productions in the presence of experts from the field.

34. Highlight the participation of students and faculty in extension activities.
    - NSS, NCC and various clubs in the college
    - The following Sem 5 & Sem 3, B A JMC&VP students of Department of Journalism, Mass Communication and Video

Production have participated in the G20 SDG Interfaith Preconference held at Thiruvananthapuram from 25th July to 27th July, 2016 as delegates and they published a bulletin of the conference.

- Sheedhal K Reji - Sem 5
- Venkitesh Shaji - Sem 5
- Sharath Joji- Sem 5
- Srudin Jose - Sem 5
- Ansa Salim - Sem 5
- Najma Navar - Sem 5
- Neethu sethumadhavan- Sem 3
- Akash Chandramohan - Sem 3
- A. Al Ameen - Sem 3
- Isaac Cherian - Sem 3
- S. Abhiram - Sem 3
- H. Anoop Krishnan - Sem 3

35. Give details of "beyond syllabus scholarly activities" of the department.

- The project which is mandatory for the completion of the UG programme was completed by following steps in last three years.
  - A workshop on research methodology
  - Detailed sessions with student groups on the formulation of the problem, research design, data collection, analysis and report writing.
  - Students were familiarized with statistical softwares such as SPSS for data coding and analysis

Although the syllabus is not mandatorily demanding publication of student journals and video productions, they have completed these tasks.

36. State whether the programme/ department is accredited/ graded by other agencies. Give details. NO

37. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

- Strengths:
  - Motivated students
  - Faculty who are closely working with the students to achieve desired goals
  - Unity among faculty and students
  - Creativity and talents
  - Hard work
- Weaknesses
  - Inadequate infrastructure
  - Lack of technical support
- Opportunities
  - Possible PG Course

- Possible complementary courses in other social science disciplines
- Possible add-on courses (skill oriented)
- Growth towards an autonomous Institution of Communication Studies
- Ever growing industrial demand

- Challenges
  - Balancing the academic schedule between theoretical learning and practice
  - To be the first destination of mass media institutions who seek employable students
  - To be the premier institution of research in communication

38. Future plans of the department.
    - To establish state-of the art infrastructure for learning the skills required for mass communication
    - To start a PG programme in JMC
    - To start skill oriented add-on courses
    - To develop a research centre to cater to the academic needs of mass communication students in the state.
    - To establish better liaison with media industry for promoting campus recruitment
    - To start a community Television for the institutions of Mar Ivanios Vidya Nagar which promotes educational programming with entertainment content
    - To publish a journal twice a month and circulate among 10,000 students of Mar Ivanios Vidya Nagar
    - To start a campus radio for Mar Ivanios Vidya Nagar
    - To make available newspaper, radio and TV in online platforms.

Appendix: Department Fact File: Journalism

i. EVALUATIVE REPORT OF THE DEPARTMENTOF ENGLISH

1. Name of the Department & its year of establishment:

Name of Department:	English
Year of Establishment:	1949

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BA English language and Literature
PG	MA English Language and Literature

3. Interdisciplinary courses and departments involved:
Creative writing for Journalism students

4. Whether Annual/ Semester/ Choice Based Credit System:
Semester- Choice Based Credit System:

5. Participation of the department in the courses offered by other departments:
Our teachers take classes in all the 11 departments at the UG level and engage classes in the Ist Semester of MTTM

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	-	-
Associate Professors	7	7
Ass. Professors	6	6

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualif-ication	Desig-nation	Specialization	Expe-rience (in years)	No. Of PhD stud-ents
Dr Abraham Joseph	MA PhD	Associate Professor	Canadian Studies Drama	31	6
Ms Teena Jude Francis	MA MPhil	Associate Professor	Life Writing	29	

Dr PJ Jacob	MA PhD	Associate Professor	Indian Writing	27	
Dr George Mathew	MA PhD PGDHE	Associate Professor	Stylistics	27	3
Dr Cherian John	MA PhD BEd	Associate Professor	Literary Theory, Psychoanalytic Criticism, Australian Fiction Post Doctoral: Cultural Studies, Diaspora Studies, Chinese Literature and Culture, ELT and Communicative Language Teaching	21	5
Dr Shirley Stewart	MA MPhil PhD	Associate Professor	Women's Writing		
Dr Neeta Sharma	MA PhD	Associate Professor	Indian Aesthetics		
Ms Reny Skaria	MA BEd	Asst. Professor	Science Fiction, Psycho- analysis	6	
Ms Meenu Jose	MA	Asst. Professor	Culture Studies-Drama	6	
Ms Preetamol MK	MA, BEd	Asst. Professor	Modern British Drama	6	
Ms Rani Alex	MA ,MPhil, BEd	Asst. Professor	Short Stories		
Ms Reshmy Koshy	MA, MPhil	Asst. Professor	Culture Studies, Ecocriticism, Children's Literature	4	
Ms Divya Johnson	MA, Bed, PGDHE	Asst. Professor	Women's /Life Writing	4	
Guest Lecturer Sandhya Mavelil	MA				
Guest Lecturer Arya PJ	MA				

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
UG	41/233: 17.59%
PG	0

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	60: 1
PG	25:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	Nil	-
No. of Administrative Staff	Nil	-

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: 6
    - Number of faculty with ongoing projects from international funding agency: Nil
    - Total grant received:8.9 lakhs
    - Names of funding agencies and grants received project-wise of ongoing projects:

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received in Rs
Ms Reny Skaria	Minor	UGC	125,000/170,000
Ms Meenu Jose	Minor	UGC	160,000
Ms Preetamol MK	Minor	UGC	100,000

Ms Rani Alex	Minor	UGC	155,00/220000
Ms Reshmy Koshy	Minor	UGC	210,000
Ms Divya Johnson	Minor	UGC	30,000

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA

13. Research Facility / Centre with
    - State recognition: YES / NO Yes with KU recognition
    - National recognition: NO
    - International recognition: NO

14. Publications in the last 5 years:
    Number of
    - Papers published in national peer-reviewed journals: 15
    - Papers published in international journals: 5 Monographs:1
    - Chapter(s) in books: 4
    - Edited books: 3 Books with ISBN numbers with details of publishers:
      - Number of books with ISBN numbers: 4; Emerald Publishers

15. Details of patents and income generated: NA

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: Orientation courses, Refresher courses, Summer/Winter Courses: All the Asst. Professors who joined after 2010 have attended the required orientation and refresher courses.

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: III Year Litt 55 II MA 24 100%
    - Percentage of students doing projects in collaboration with industries / institutes: Nil

19. Awards / recognitions received at the national and international level by
    - Faculty: Nil
    - Doctoral / post doctoral fellows: One awarded; One submitted
    - Students: Nil

20. Seminars/ Conferences/Workshops organized and the source of funding (National / International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants (with mention of outstanding participants, if any)

Diaspora	2015	UGC	150; Dr Khader Mangad VC Kannur University, Dr Joseph Koyipally, Dr Mini Chandran, Dr B. Hariharan, Dr Preeti Oza
Lectures by Dr Jameela Begum, Dr Meena T. Pillai, Ms Kenize Mourad, Frank Roger, Marc Delouze.			

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	1864	52					
PG	291	25		100	100	100	100

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			
PG	40%			
PhD	60%			

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: Sreerekha, Srividya PI
    - Defense Services: Indian Army 1, Coast Guard 1
    - NET: 20
    - SLET:
    - GATE:
    - Any other:

24. Student progression:

Student Progression	Percentage (%) against enrolled The average percentage is noted in the first column				
	2012	2013	2104	2015	2016
UG to PG	75%				
PG to MPhil	Very few				

PG to PhD	Around 10%	
PhD to Post-Doctoral	One	
Employment		
Campus Selection	10% approx	
Off-Campus Selection	30%	
Entrepreneurs	No data	

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university:
    - from other universities within the State: 1/ 15
    - from other universities from other States: 1/15

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16):
    - ONE

27. Present details about infrastructural facilities
    - Library: Over 7000 books
    - Internet facilities for staff and students: Yes
    - Total number of class rooms: 5
    - Class rooms with ICT facility: 2
    - Students' laboratories:
    - Research laboratories:

28. Number of students of the department getting financial assistance from College: Nil

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Not yet

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - Board of Studies responds
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - Positive
    - Alumni and employers on the programmes and what is the response

of the department to the same?

- Positive

31. List the distinguished alumni of the department (maximum 10)
    - Anoop Jacob Minister in State Cabinet.
    - Sanju Samson Indian Cricket Team.
    - G. Venugopal Award winning playback singer
    - Jaffar PC IAS Karnataka Cadre.
    - Sreevidya PI IAS Karnataka Cadre.
    - Sreerekha
    - Vidhu Pratap State award winner playback Singing
    - Anandapadmanabhan writer, director
    - Paul Manalil Journalist Director SICL
    - Anjana Krishnan World Universities Chess champion

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Rainbow Bridge with French Writer Kenize Mourad
    - Sci Fi Writer Frank Roger from Belgium
    - Marc Delouze French writer
    - Dr Jameela Begum
    - Dr Meena T. Pillai

33. List the teaching methods adopted by the faculty for different programmes
    - Lecture, Seminar, Assignments, Projects, Activity, Grouping,

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Department meetings, Course committees, Open House, Student Feedback

35. Highlight the participation of students and faculty in extension activities.
    - Teachers from the department are in most committees
    - Students take part in around 20+ extension activities and excel in Youth festivals and literary fest. They also organize various events like Inception 2011, Lens and Brush 2013,

36. Give details of "beyond syllabus scholarly activities" of the department.
    - BEC Training and Examination Centre, ASAP Training centre, Imprint the monthly tabloid, Release of Z for Apple

37. State whether the programme/ department is accredited/ graded by other agencies. Give details: NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

- Strengths:
  - Qualified and committed teachers
  - Reputation built over six decades
  - Well stacked library
  - PG and UG programmes most in demand
  - Continued relations with alumni
- Weaknesses
  - Housed in heritage building. Roof needs revamping.
  - Inadequate hostel facilities
  - Several students go to other colleges for PG
  - Space constraints
  - Lack of e-material
- Opportunities
  - BEC related Cambridge courses
  - ASAP training centre
  - Summer in India project of IISAC
  - Projects by staff
    Self learning courses
- Challenges
  - Stay ahead of new age colleges
  - Reap the benefits of autonomy
  - Attract the best students with an entrance test
  - Finding time for academic and extracurricular growth.
  - Global reach

39. Future plans of the department.

- Start MPhil course
- PhD for all teachers

Appendix: Department Fact File: English

j. EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH (SELF-FINANCING)

1. Name of the Department & its year of establishment:

Name of Department:	BA English Language and Literature (Self Financing)
Year of Establishment:	2015

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,

Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BA English Language and Literature

3. Interdisciplinary courses and departments involved: **NIL**

4. Whether Annual/ Semester/ Choice Based Credit System: **Semester-Choice Based Credit System**

5. Participation of the department in the courses offered by other departments: **NIL**

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16: NA

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Desig-nation	Specialization	Experience (in years)
Rev. Fr. Daniel Poovannathil	M.A	Guest Lecturer	English Language and Literature	4
Ms. Neeraja Raghavan	MA M.Phil TESOL	Guest Lecturer	English Language and Literature	1.8 months
Ms. Aswathy V P	MA M.Phil	Guest Lecturer	English Language and Literature	nil
Mr. Sunny Mathew	M A	Prof (Retd.) Visiting Prof.		

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
BA English	100

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BA ENGLISH	1:25

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Administrative Staff		1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise. Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: Nil

13. Research Facility / Centre: AT THE DEPARTMENT OF ENGLISH

14. Publications in the last year: NIL

15. Details of patents and income generated: NA

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: NOT AVAILABLE FOR GUEST LECTURERS

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: WILL DO IN THE FINAL YEAR
    - Percentage of students doing projects in collaboration with industries / institutes: NIL

19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized and the source of funding : NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in	Number of students selected		Pass percentage	
		Male	Female	I Sem	II Sem

	2016			M	F	M	F
UG	439	70					

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NA; COURSE STARTED IN 2105

24. Student progression: NA; COURSE STARTED IN 2105

25. Diversity of staff:
Percentage of faculty who are graduates
    - of the same parent university: 1
    - from other universities within the State: 1
    - from other universities from other States: 1

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): NA

27. Present details about infrastructural facilities
    - Library: GENERAL LIBRARY
    - Internet facilities for staff and students: ONLY AT THE COMPUTER CENTRE
    - Total number of class rooms: 2
    - Class rooms with ICT facility: NIL
    - Students' laboratories: NA
    - Research laboratories: NA

28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.: NA

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?

    - NA
- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
    - NA
- Alumni and employers on the programmes and what is the response of the department to the same?
    - NA

31. List the distinguished alumni of the department (maximum 10)
    - NA

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - NIL

33. List the teaching methods adopted by the faculty for different programmes
    - USE OF AUDIO VISUAL AIDS LIKE, LECTURE VIDEOS, AUDIO FILES ETC.
    - PPT PRESENTATIONS
    - STUDENT SEMINARS
    - ASSIGNMENTS
    - GROUP WORK
    - TRANSLATING TEXTS INTO PERFORMANCE (DRAMA, RECITATION, ADAPATATION)

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - THROUGH REGULAR CLASS TESTS
    - GROUP DISCUSSION
    - STUDENT INTERACTION

35. Highlight the participation of students and faculty in extension activities.
    - NIL

36. Give details of "beyond syllabus scholarly activities" of the department.
    - NIL

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department

- Strengths:
  - Team work
  - Completion of syllabus on time
  - Regular interaction with students
  - Achieving the set objectives of the curriculum
  - Creating a classroom environment where 'fun' meets 'learning'.
- Weaknesses
  - Lack of experienced teachers
- Opportunities
  - To become a centre of innovative learning
- Challenges
  - Getting students admitted in good colleges/ universities in India
  - To keep on increasing the demand for the self-financing course

39. Future plans of the department.
    - To bring out a magazine / yearbook
    - To organize lectures by eminent Professors

k. EVALUATIVE REPORT OF THE DEPARTMENT OF MALAYALAM

1. Name of the Department & its year of establishment:

Name of Department:	MALAYALAM
Year of Establishment:	1949

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BA /B.Sc. & B.Com. Additional Language JMC&VP Complementary Course
PG	MA Malayalam with Media Studies

3. Interdisciplinary courses and departments involved: A COURSE IN M A MALAYALAM WITH JOURNALISM DEPARTMENT

4. Whether Annual/ Semester/ Choice Based Credit System: SEMESTER

5. Participation of the department in the courses offered by other departments: A COURSE IN M A MALAYALAM WITH JOURNALISM DEPARTMENT

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors	3	2
Ass. Professors		

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Designation	Special-ization	Expe-rience (in years)	No. Of PhD students
Dr. Jolly Jacob	MA, Ph.D.	Head& Associate	Cultural and	30	6

		Professor	Environ-mental Studies		
Dr. Annamma A	MA, B.Ed., M.Phil, Ph.D.	Associate Professor	Fiction & Short Stories	23	

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
UG	80
PG	20

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	1:70+
PG	1:15

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status): NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: 1
    - Number of faculty with ongoing projects from international funding agency:
    - Total grant received: Rs.8,74,150/-
    - Names of funding agencies and grants received project-wise of ongoing projects:

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received
Dr.Jolly Jacob	Major	UGC	

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA

13. Research Facility / Centre with
    - State recognition: NO
    - National recognition: NO
    - International recognition: NO

14. Publications in the last 5 years:
    Number of
    - Papers published in national peer-reviewed journals: NIL
    - Papers published in international journals: NIL
    - Monographs: NIL
    - Chapter(s) in books: 2
    - Edited books: 2
    - Books with ISBN numbers with details of publishers: NIL
      - Number of books with ISBN numbers: NIL
    - Names of publishers: NIL
    - Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL

15. Details of patents and income generated: NIL/ NA

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: NIL

18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: 100% as part of MA Degree
    - Percentage of students doing projects in collaboration with industries / institutes: NIL

19. Awards / recognitions received at the national and international level by
    - Faculty: MOTHER THERESA GOLD MEDAL AWARD, 2012 – OUTSTANDING PERFORMANCE IN THE FIELD OF HIGHER EDUCATION AND SOCIAL WORK
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized and the source of funding (National
    / International) with details of outstanding participants, if any.

NATURE & TITLE OF ACADEMIC EVENT (National or	MAIN RESOURCE PERSON(S	FUNDING AGENCY	YEAR OF EVENT

International Seminar/ Conference/ Workshop/ Lectures by External Experts/ Other & Title of Event)			
Lectures by External Experts 1 . Modern Malayalam Grammer	Dr.C.R. Prasad , Professor, Kerala University	Planning Board	2014
2 . Ancient Malayalam Literature	Dr. P. Sethunath, Professor(Rtd.)	Planning Board	2014
3 . New Perspectives of Malayalam Grammer 4 . Workshop on Practical Grammer 5 . Comparative Literature and Translation 6 . Practical Grammer & Medival Literature 7 . Talk on Script Writing 8 . Talk on Modern Literature 9 . Linguistics 10 . Practice on Viva-Voce 11 . Film Studies 12 . National Seminar on “Malayala Bhasha”	Prof. B. Ramachandran Pillai (Rtd.) Prof. B. Ramachandran Pillai (Rtd.) Dr. Abraham Joseph, Associate Professor & Writer Dr.C.R. Prasad , Professor, Kerala University Dr. C. G. Rajendra Babu, Professor & Script Writer Dr. C. G. Rajendra Babu, Professor & Script Writer Prof. B. Ramachandran Pillai (Rtd.) Prof. B. Ramachandran Pillai (Rtd.) Dr. Domenic J. Kattoor (Expert on Film Studies) Prof. Ezhumatttoor Raja Raja Varma, Prof. Mohammed	Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board In Association with Dept. of	2014 2014 2015 2015 2015 2015 2015 2015 2015 2016

	Ahammed (Chairman, Folk-Lore Academy), Dr.Bettymol Mathew	Culture, Govt. of Kerala	

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		III Sem	
				M	F	M	F
PG	37	14					

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			
PG	20%	0%	0%	0%

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: NIL
    - Defense Services: NIL
    - NET: 1
    - SLET: NIL
    - GATE: NA
    - Any other: NIL

24. Student progression: NA

25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: Nil 2
    - from other universities within the State: Nil
    - from other universities from other States: Nil

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

27. Present details about infrastructural facilities

- Library: General
- Internet facilities for staff and students:
- Total number of class rooms: 2 PG
- Class rooms with ICT facility:
- Students' laboratories: 0
- Research laboratories: 0

28. Number of students of the department getting financial assistance from College: Nil

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Not yet

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - Yes, By considering the specific needs of the academic discipline, the gaps in the existing syllabus were filled with latest knowledge and media trends. References for such materials were mutually suggested among the faculty members and experts from the respective fields.
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - Yes. Through structured questionnaire. Efforts were made to improvise communication and innovative teaching-learning methods.
    - Alumni and employers on the programmes and what is the response of the department to the same?
        - No.

31. List the distinguished alumni of the department (maximum 10)

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

NATURE & TITLE OF ACADEMIC EVENT (National or International Seminar/ Conference/ Workshop/ Lectures by External Experts/ Other & Title of	MAIN RESOURCE PERSON(S	FUNDING AGENCY	YEAR OF EVENT

Event)			
Lectures by External Experts 1 . Modern Malayalam Grammer	Dr.C.R. Prasad , Professor, Kerala University	Planning Board	2014
2 . Ancient Malayalam Literature	Dr. P. Sethunath, Professor(Rtd.)	Planning Board	2014
3 . New Perspectives of Malayalam Grammer 4 . Workshop on Practical Grammer 5 . Comparative Literature and Translation 6 . Practical Grammer & Medival Literature 7 . Talk on Script Writing 8 . Talk on Modern Literature 9 . Linguistics 10 . Practice on Viva-Voce 11 . Film Studies 12 . National Seminar on “Malayala Bhasha”	Prof. B. Ramachandran Pillai (Rtd.) Prof. B. Ramachandran Pillai (Rtd.) Dr. Abraham Joseph, Associate Professor & Writer Dr.C.R. Prasad , Professor, Kerala University Dr. C. G. Rajendra Babu, Professor & Script Writer Dr. C. G. Rajendra Babu, Professor & Script Writer Prof. B. Ramachandran Pillai (Rtd.) Prof. B. Ramachandran Pillai (Rtd.) Dr. Domenic J. Kattoor (Expert on Film Studies) Prof. Ezhumatttoor Raja Raja Varma, Prof. Mohammed Ahammed (Chairman, Folk-Lore Academy), Dr.Bettymol Mathew	Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board Planning Board In Association with Dept. of Culture, Govt. of Kerala	2014 2014 2015 2015 2015 2015 2015 2015 2016

33. List the teaching methods adopted by the faculty for different programmes
    - Theory sessions with interactive teaching and learning. Assignments were given to comprehend the scope of the syllabus of the concerned subject.

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - By continuous evaluation through assignments, internal test papers in the presence of experts from the field.

35. Highlight the participation of students and faculty in extension activities.
    Various clubs in the college

36. Give details of "beyond syllabus scholarly activities" of the department.
    - The project which is mandatory for the completion of the UG programme was completed by following steps in last three years.
        1. A workshop on research methodology
        2. Attending National Seminars And Cultural Programmes in other Universities and Colleges. (Malayalam UniversitY, etc)

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - YES/ NO - No

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Students with high motivation
        - Faculty who are closely working with the students to achieve desired goals
        - Unity among faculty and students
        - Creativity and talents

    - Weaknesses
        - Inadequate infrastructure
        - Lack of technical support
        - Lack of Permanent Faculty
    - Opportunities
        - To create a full-fledged research department
        - To start creative writing courses in Malayalam
    - Challenges
        - Attracting the best students

39. Future plans of the department.

Appendix: Department Fact File: Malayalam

I. EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE

1. Name of the Department & its year of establishment:

Name of Department:	COMMERCE
Year of Establishment:	UG: 1954 PG:1961

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	B.COM
PG	M.COM

3. Interdisciplinary courses and departments involved:
   Open Course in Financial Accounting for Non Commerce under graduate students.

4. Whether Annual/ Semester/ Choice Based Credit System:
   PG –SEMESTER UG-CBCS

5. Participation of the department in the courses offered by other departments:
   OPEN COURSE FOR SEM 5 STUDENTS (UG)
   ADD ON COURSES OFFERED BY OTHER DEPARTMENTS

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	2	2
Ass. Professors	9	8

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

NAME	QUALIFICATION	DESIG-NATION	SPECIAL-IZATION	EXPE-RIENCE (IN YEARS)	NO. OF PHD STU--DENTS
Dr.BIJI JAMES	M.Com, MA Tourism, MBA, LLB, PhD, PGDTA	Associate Prof	Finance, Tourism, Law, Taxation, Management	32	6
Dr.GEORGEE K.I	M.Com, M.Phil, MBA, PhD, PGDCA	Associate Prof	FINANCE,Computer	28	12
SABU E.G	M.COM,MBA, MA(BE),PGDT	ASST.PROFESSOR	FINANCE	11	NIL
REGINA SIBI CLEETUS	M.Com, M.Phil, M.A. Eco, MBA, DIM, PGDIM, PGDFM	Assistant Professor	FINANCE	9	nil
SARIN THOMAS	M.Com, MA(BE), B.Ed	Asst Professor	FINANCE	5	nil
SINI M.K	M.Com, M.Phil, B.Ed, MBA	Asst. Professor	Finance	5	Nil
SHEEJA GEORGE	M.Com, B.Ed, PGDT, SET	Asst. Professor	Finance	4	Nil
Dr. DAISY SAMUEL	M.Com, M.Phil, Ph.D	Asst. Professor	Finance	4	Nil
MAMITHA J.S	M.Com, M.Phil	Asst Professor	COMMERCE	3	
RINU ANN JACOB	M.Com	Guest Lecturer	Finance	1	
ARUN LAWRENCE	M.Com	FDP Substitute	Finance		Nil

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
UG	8%
PG	5%

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	21:1
PG	4:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	NIL	NIL
No. of Administrative Staff	NIL	NIL

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.

Name of Faculty	Type of Project (Major/ Minor/ etc)	Name of Funding Agency	Grants received
Georgee K.I	Major	UGC	600000
Georgee K.I	major	ugc	600000
Regina Sibi Cleetus	ALLOTED		

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA

13. Research Facility / Centre with

- State recognition: YES ✓ NO ☐
- National recognition: YES ✓ NO ☐
- International recognition: YES ✓ NO ☐

14. Publications in the last 5 years:

Faculty Name	No.
Georgee K I	13 (articles) 4(books)
Regina Sibi Cleetus	4 (Articles)
Dr Daisy Samuel	8(Articles)
Mamitha j s	3(Articles)

15. Details of patents and income generated: NIL
16. Areas of consultancy and income generated:

Areas of Consultancy	Income generated
NIL	NIL

17. Faculty recharging strategies: REFRESHER AND ORIENTATION COURSES,SEMINARS,WORKSHOPS
18. Student projects
    - Percentage of students who have done in-house projects including inter-departmental: UG (GROUP PROJECTS), PG (INDIVIDUAL PROJECTS): 100%
    - Percentage of students doing projects in collaboration with industries / institutes: NIL
19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows:NIL
    - Students: 12
20. Seminars/ Conferences/Workshops organized and the source of funding (National
    / International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants (with mention of outstanding participants, if any)
NATIONAL SEMINAR-RESEARCH IN COMMERCE INNOVATIVE APPROACHES &	2012-13 FEB	KSHEC (KERALA STATE HIGHER EDUCATION	ABOVE 100

EMERGING TRENDS		COUNCIL)	
NATIONAL SEMINAR-ENTREPRENEURSHIP DEVELOPMENT THROUGH EDUCATIONAL INSTITUTIONS	2013-14 OCT	UGC	ABOVE 100

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	1509	35	42	76%	95%		
PG	101	8	13	37.5%	100%		

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	98.26%	0.87%	0.87%
PG	39.68%(25/63)	100%	-	-
PhD	30%	90%	-	10%

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - Civil Services: NIL
    - Defense Services:1
    - NET: 9
    - SLET: 1
    - GATE: NIL
    - Any other: CAT-35, GMAT-35, Central Service-6, State Service-13

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2012	2013	2014	2015	2016

UG to PG	70	72	75	75	80
PG to MPhil	7	7	7	7	7
PG to PhD	10	10	10	10	10
PhD to Post-Doctoral					
Employment(ug)	7		7	7	7
Campus Selection			1	5	
Off-Campus Selection			5		
Entrepreneurs					

25. Diversity of staff:
Percentage of faculty who are graduates
    - of the same parent university: 100% (M.COM)

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

27. Present details about infrastructural facilities
    - Library: Easy access to general library for staff and students.
    - Internet facilities for staff and students: Available in the department staff room for staff.
    - WIFI facility in mobile phones and laptops for staff
    - Access to internet to staff and students provided in the College Computer Centre.
    - Total number of class rooms:5
    - Class rooms with ICT facility:1
    - Students' laboratories: NIL
    - Research laboratories:1 (research room for research scholars)

28. Number of students of the department getting financial assistance from College: 5

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Yes, Discussions with academic and industrial experts to know the needs and requirements of industries.

30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - YES; Changes are made in the Curriculum through the Board

of Studies.

- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
  - No, feedback taken by IQAC
- Alumni and employers on the programmes and what is the response of the department to the same?
  - No, feedback taken by IQAC

31. List the distinguished alumni of the department (maximum 10)
    - SOORAJ SANTHOSH (PLAYBACK SINGER)
    - JAGADISH (ACTOR)
    - CHIPPY (ACTRESS)
    - NIRANJ SUDHEER (ACTOR)
    - THOMAS JOHN MUTHOOT (OWNER MUTHOOT FINANCE)
    - AJITH K T (GM , SBI , MUMBAI)
    - MAJOR GENERAL GOPAL (INDIAN ARY)
    - ZAJO JOSEPH (HOD, DEPT OF COMMERCE ,ST XAVIERS THUMBA)
    - K G JACOB (KPCC JOINT SECRETARY)

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - TRAINING FOR TALLY GIVEN BY EXTERNAL EXPERTS
    - SEMINARS ATTENDED AT MANAGEMENT INSTITUTES BY PG STUDENTS
    - 10 DAY INTERNSHIP PROGRAMMES FOR PG STUDENTS IN VARIOUS BANKS, SSUS, INDUSTRY TO STUDY THE ACTIVITIES THERE.
    - VISIT TO AND STUDY OF ENVIRONMENT FRIENDLY LOCATIONS WITH REPORT FOR UG FIRST YEARS.

33. List the teaching methods adopted by the faculty for different programmes
    - Classroom lecture
    - ICT enabled teaching-ppt
    - Assignments and seminars
    - Field study and study tour
    - Project work
    - Facilitate interaction with experts ,industrialists etc
    - Remedial teaching for weak students
    - Case study
    - Using most modern gadgets to impart education ,showing videos, pictures

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Internal assessments

35. Highlight the participation of students and faculty in extension activities.
    - NSS PROGRAMME OFFICERS- Dr Daisy Samuel(2015), Mr Sarin Thomas and Fr Shoji Varghese in previous years

36. Give details of "beyond syllabus scholarly activities" of the department.
    - Training in computer courses
    - Career oriented training
    - Training in SPSS and tally

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Strong core faculty
        - Increase of application /demand for ug and pg courses in the dept
        - Talented and competent students
        - Good environment for studies
        - Good student teacher relationship
    - Weaknesses
        - Resource constraints
        - Lack of in house library
        - Lack of ICT enabled smart classrooms to enrich the teaching learning process
    - Opportunities
        - Facilitate new courses of study
        - Pursue higher level courses like CA,ICWAI,CS ,MBA ,MPhil
        - Incorporate value based education and extension activities in syllabus
        - Undertake research work /develop research culture
        - Innovative academic programmes
    - Challenges
        - Challenge of keeping pace with industry requirement
        - Rapid changing environment of higher education
        - Incorporation of new changes in the field of commerce in the syllabus
        - Bring in more campus interviews
        - Ensure employability of students

39. Future plans of the department.
    - Offer M.Phil course
    - Integrate degree course with professional courses
    - Offer add on courses
    - Inititate more research activities
    - Collaboration with industry
    - Ensuring employability (more emphasis on placement)

m. EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE (SELF-FINANCING) (STARTED IN 2015)

1. Name of the Department & its year of establishment:

Name of Department:	BCom (SELF –FINANCING)
Year of Establishment:	2015

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BCom

3. Interdisciplinary courses and departments involved: **NIL**

4. Whether Annual/ Semester/ Choice Based Credit System: **Semester-Choice Based Credit System**

5. Participation of the department in the courses offered by other departments: **NIL**

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16 : NA
7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Desig-nation	Special-ization	Expe-rience (in years)
K. K JOHN	M.A	Professor		

		(Retd)		
ATHIRA GJ	MCom M.Phil NET		FINANCE	2 YEARS
JISSY S G	MCom NET		FINANCE	6 YEARS
NANDU	MCom NET		FINANCE	I YEAR

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
B.Com	100

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BCom	2:35

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff		
No. of Administrative Staff	1	1

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise. Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: Nil

13. Research Facility / Centre: NO

14. Publications in the last 5 years: NIL; Dept started in 2015

15. Details of patents and income generated: NIL

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies:

18. Student projects: TO BE DONE IN THE FINAL YEAR

19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized: NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2016	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	63	19	33				

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NIL/ NA

24. Student progression: NA

25. Diversity of staff:

    Percentage of faculty who are graduates
    - of the same parent university: 100%

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): NIL

27. Present details about infrastructural facilities
    - Library: ONLY GENERAL LIBRARY
    - Internet facilities for staff and students: YES
    - Total number of class rooms: 2

- Class rooms with ICT facility: NIL
- Students' laboratories:
- Research laboratories:

28. Number of students of the department getting financial assistance from College: Nil

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - Not yet

30. Does the department obtain feedback from

    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - NO
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - The department tries to rectify the complaints, if any.
    - Alumni and employers on the programmes and what is the response of the department to the same?
        - NO

31. List the distinguished alumni of the department (maximum 10)
    - NA

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - NIL

33. List the teaching methods adopted by the faculty for different programmes
    - Use of audio visual aids like, lecture videos, audio files etc.
    - PPT presentations
    - Student seminars
    - Assignments
    - Group work

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Through regular class tests
    - Group discussion
    - Student interaction

35. Highlight the participation of students and faculty in extension activities.

- Nil

36. Give details of “beyond syllabus scholarly activities” of the department.
    - Nil

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Team work
        - Completion of syllabus on time
        - Regular interaction with students
        - Achieving the set objectives of the curriculum
        - Creating an classroom environment where ‘fun’ meets ‘learning’.
    - Weaknesses
        - Inability to accommodate extracurricular activities into the academic schedule
    - Opportunities
        - To become an innovative centre of Commerce teaching
    - Challenges
        - To get the students who pass out good jobs and admissions in top institutions for higher study
39. Future plans of the department.
    - To bring out a magazine / yearbook
    - To organize lectures by eminent Professors

n. EVALUATIVE REPORT OF THE DEPARTMENT OF COMPUTER SCIENCE B.VOC

1. Name of the Department & its year of establishment:

Name of Department:	Computer Science
Year of Establishment:	2014

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	B Voc Software Development
PG	NIL

3. Interdisciplinary courses and departments involved: Nil

4. Whether Annual/ Semester/ Choice Based Credit System: CBCS

5. Participation of the department in the courses offered by other departments: NIL

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors		
Ass. Professors		2

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Designation	Specialization	Expe-rience (in years)
Dr. Rajeev R. R.	M. Sc. , M. Phil. , Ph. D.	Assistant Professor	Artificial Intelligence - Computational Linguistics	11 years

Tinu C. Philip	MCA	Assistant Professor	Software Testing	4 years
Seena Jojith	M. Tech.	Guest Lecturer	Image Processing	3 years
Aswathy V	M. Tech.	Guest Lecturer		
Kiran Baby	M.Tech	Guest Lecturer		3 years
Sreeja S R	M.Tech	Guest Lecturer		3 years

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
BVoc SD	60%

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
BVoc SD	25:1

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	2	2
No. of Administrative Staff	2	2

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - Number of faculty with ongoing projects from national funding agency: Nil
    - Number of faculty with ongoing projects from international funding agency: Nil
    - Total grant received: Nil
    - Names of funding agencies and grants received project-wise of ongoing projects: Nil

12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NIL

13. Research Facility / Centre with
    - State recognition: NO
    - National recognition: NO
    - International recognition: NO

14. Publications in the last 5 years:
    Number of
    - Papers published in national peer-reviewed journals: 4
    - Papers published in international journals: 8
    - Monographs: Nil
    - Chapter(s) in books: Nil
    - Edited books: Nil
    - Books with ISBN numbers with details of publishers: MALAYALAM ANALYZER AND TAMIL GENERATOR FOR MACHINE TRANSLATION (ISBN no. 978-3659394669)
      - Number of books with ISBN numbers:1
      - Names of publishers: LAP Lambert Academic Publishing
    - Number listed in International Database (For *e.g.* Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):
    - Citation Index: 81
    - Impact Factor:
      - Average:1.25
    - H-index: 5

15. Details of patents and income generated: NIL

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: NA

18. Student projects
    a. Percentage of students who have done in-house projects including inter-departmental: WILL DO IN THE FINAL YEAR
    b. Percentage of students doing projects in collaboration with industries / institutes: NIL

19. Awards / recognitions received at the national and international level by
    - Faculty: NIL
    - Doctoral / post doctoral fellows: NIL
    - Students: NIL

20. Seminars/ Conferences/Workshops organized and the source of funding

(National
/ International) with details of outstanding participants, if any.

Topic of Seminar	Year	Source of funding	No of participants (with mention of outstanding participants, if any)
Geo-informatics	2016	DDU	76
Biodiversity	2016	DDU	48
Internet of Things	2016	DDU-IEEE	40

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		II Sem	
				M	F	M	F
UG	116	50					

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA			

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NA

24. Student progression: Nil

25. Diversity of staff:
Percentage of faculty who are graduates
- of the same parent university: Nil
- from other universities within the State:100%
- from other universities from other States: Nil

26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

27. Present details about infrastructural facilities

- Library: Nil
- Internet facilities for staff and students: Yes
- Total number of class rooms: 3
- Class rooms with ICT facility: 3
- Students' laboratories: 1
- Research laboratories: Nil

28. Number of students of the department getting financial assistance from College: Nil

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.
    - NA

30. Does the department obtain feedback from

    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
        - No
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
        - No
    - Alumni and employers on the programmes and what is the response of the department to the same?
        -

31. List the distinguished alumni of the department (maximum 10)
    - Nil

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.
    - Special training programmes in web development, networking and animation softwares in association with keltron and arena multimedia.

33. List the teaching methods adopted by the faculty for different programmes
    - ICT

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Conducting tests at regular intervals, along with viva during lab sessions.

35. Highlight the participation of students and faculty in extension activities.
    - Nil

36. Give details of "beyond syllabus scholarly activities" of the department.
    - Lectures by subject experts

37. State whether the programme/ department is accredited/ graded by other agencies. Give details.
    - Not yet.

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Qualified and experienced faculty
        - Infrastructure
        - Highly equipped lab with individual systems provided for each student
    - Weaknesses
    - Opportunities
        - got an opportunity to visit The StartUp Mission and Fab Lab at Cochin
        - Training given to the students by well-established technical firms like KELTRON and Arena Multimedia
        - Diploma and advanced diploma will be awarded to the students, on the successful completion of specific certification examination conducted
    - Challenges
        - The reference books listed does not contain the portions in the syllabus; finding suitable books.

39. Future plans of the department.
    i) To start Post Graduate programme in this academic year
    ii) To publish research papers by the joint effort of the faculty
    iii) To train the students for maximum placement.

o. EVALUATIVE REPORT OF THE DEPARTMENT OF TOURISM

1. Name of the Department & its year of establishment:

Name of Department:	Tourism
Year of Establishment:	2013

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	B.Voc(T&H)
PG	MTTM

3. Interdisciplinary courses and departments involved: NIL

4. Whether Annual/ Semester/ Choice Based Credit System: **Semester, CBCS**

5. Participation of the department in the courses offered by other departments: **No**

6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	2	2
Asst. Professors on contract	2	2

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualifi-cation	Designation	Specialization	Experience (in years)
Fr.Shoji Varghese	M.com, B.Ed	Asst.Professor		5
Manasse Benny	MTM	Asst.Professor		3
Soumya M Raj	MTA	Asst.Professor		6

Dr.Silbert Jose	MBA Tourism	Asst.Professor on Contract		8
Nagaraja Sharma	MTA	Asst.Professor on Contract		10
Nancy Sara John	MTA	Guest Lecturer		-
Mobin S.S	MTA	Guest Lecturer		2
Lekshmy Priya	M.Com	Guest Lecturer		2
Smitha Mary Sebastian	MA	Guest Lecturer		1

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
MTTM	14
B.Voc Tourism	57

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
MTTM	1:5
B.Voc	1:21

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status):

	Sanctioned	Filled
No. of Technical Staff	0	0
No. of Administrative Staff	0	0

11. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Mention names of funding agencies and grants received project-wise.
    - NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NIL
13. Research Facility / Centre : NO
14. Publications in the last 5 years: Nil
15. Details of patents and income generated: NA/ NIL

16. Areas of consultancy and income generated: NIL

17. Faculty recharging strategies: Nil

18. Student projects
    c. Percentage of students who have done in-house projects including inter-departmental: **100 (tour reports)**
    d. Percentage of students doing projects in collaboration with industries / institutes: **100**

19. Awards / recognitions received at the national and international level by
    d. Faculty: NIL
    e. Doctoral / post doctoral fellows: NIL
    f. Students: NIL

20. Seminars/ Conferences/Workshops organized
    - NIL

21. Student profile course-wise (for 2015-16):

Name of the Course	No. of applications received in 2015	Number of students selected		Pass percentage			
		Male	Female	I Sem		III Sem	
				M	F	M	F
UG	151	36	14	17	79		
PG	29	5	9	80	100	100	100

22. Diversity of Students (2015-16):

Name of the Course	% of Students from the College	% of Students from the State	% of students from other States	% of Students from other countries
UG	NA	100	0	0
PG	17	87.5	12.5	0
PhD	-	-	-	-

23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years?
    - NET: 4

24. Student progression:

Student Progression	Percentage (%) against enrolled				
	2012	2013	2014	2015	2016
UG to PG	NA	NA	NA	NA	NA

PG to MPhil	NA	NA	NA	NA	NA
PG to PhD	NA	NA	NA	NA	NA
PhD to Post-Doctoral	NA	NA	NA	NA	NA
Employment					
Campus Selection	-	-	-	-	-
Off-Campus Selection	82	100	100	75	72
Entrepreneurs	18	0	0	12.5	0

25. Diversity of staff:
Percentage of faculty who are graduates
    - of the same parent university: 25
    - from other universities within the State: 25
    - from other universities from other States: 50
26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

27. Present details about infrastructural facilities
    - Library: Common library
    - Internet facilities for staff and students: yes
    - Total number of class rooms: 5
    - Class rooms with ICT facility: 4
    - Students' laboratories: 1
    - Research laboratories: 0
28. Number of students of the department getting financial assistance from College: NIL

29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology.

    - YES,
    - Interacted with industrial experts through workshops
    - Included industrial experts in the syllabus revision committee and BoS

30. Does the department obtain feedback from

    - Faculty on curriculum as well as teaching-learning-evaluation? If

yes, how does the department utilize it?

- YES, analysed the feedback and considered it in the syllabus revision

- Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?
  - Yes, modifications are made.
- Alumni and employers on the programmes and what is the response of the department to the same?
  - Yes, modifications are made in syllabus and internship structure.

31. List the distinguished alumni of the department (maximum 10)
    - Shine G Nair (Sr. Travel Consultant, Dadabhai Travel, Baharin)
    - Saju Devasia (Tour coordinator, SOTC Travel services pvt Ltd, Trivandrum)
    - Jijin Jyothi Babu (Sr. Executive sales, Yatra.com, Kochi)
    - Rakesh P Nair (Finanace and accounts Executive, Allianz cornhill,Tvm)
    - Geetha Jyothis (Director, Veiller Tours and Travels, Kochi)
    - Noel Ebenzer(Sr. Sales Executive, Indigo airlines)
    - Janeesh J(Director operation, Chalukya Grace Tours, Tvm)
    - Fr. Joseph Antony(Deputy Ambassador of Bosnia)
    - Vineeth V P(Sr. Executive-Relationship manager, Interglobe , Tvm)
    - Amith Sidharth (Renji Trophy Player,Kerala)

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts.

NATURE & TITLE OF ACADEMIC EVENT (National or International Seminar/ Conference/ Workshop/ Lectures by External Experts/ Other & Title of Event)	MAIN RESOURCE PERSON(S	YEAR OF EVENT
Expert session on Research Methodology	Dr. Raju G	2015
Invited talk on CRS	Vineeth V P	2015
Invited talk on Aviation Industry	Noel Ebenezer	2015
Invited talk on Opportunities of tourism	Riaz Mehmood	2016
Session on Career Prospects in Tourism and ospitality	EM Najeeb	2016
Invited talk on Participatory Rural Appraisal	Baby Prabakaran	2016
Expert session on Research	Dr. Raju G	2016

methods for Tourism		

33. List the teaching methods adopted by the faculty for different programmes
    - Peer learning programmes.
    - Seminars and projects by students.
    - Online courses related to Industry
    - FAM Trips
    - Study tours

34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Evaluating feedback from the employers
    - Feedback from alumini.

35. Highlight the participation of students and faculty in extension activities.
    - Adopted a tourism village for social activities.
    - Coordinators of Tourism club, Farm Club, NSS
36. Give details of "beyond syllabus scholarly activities" of the department.
    - Quiz competition.
    - Paper presentations.

37. State whether the programme/ department is accredited/ graded by other agencies. Give details: NO

38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - 100% placement to students who wish to work in the industry.
        - Reputation of the institution and location in capital city.
        - Students from different parts of India..
        - Young and committed faculty with industrial exposure.
        - Involvement of the Alumni in placement assistance and expert sessions.
    - Weaknesses
        - Inability to market the new course as it is should be.
        - Late bifurcation from parent department.
        - Cannot give enough candidates according to the requirement of the industry.
    - Opportunities
        - Can participate in government/private projects for tourism industry.
        - Can become the best tourism department in south India because of its strategic location (International airport, Vizhinjam harbor,

tourist destinations like Kovalam)

- Challenges
  - Fluctuations in tourism industry can affect job opportunities.
  - Stopping UGC aid for Kaushal Kendra may affect the courses.
  - Chances of competitions from new institutions in the same field.

39. Future plans of the department.
    - Updating of syllabus as per the industrial requirements in every three years.
    - Add on courses on foreign languages like Spanish and Chinese.
    - Time bound completion of research of faculties.

p. EVALUATIVE REPORT OF THE DEPARTMENT OF FRENCH

1. Name of the Department & its year of establishment:

Name of Department:	FRENCH
Year of Establishment:	1954

2. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	Additional Language Part II for BA/B.Sc. (1st, 2nd, 3rd & 4th semesters), B.Com, B.Sc Bio-Technology & BVMC (1st and 2nd Semesters)
PG	Complementary Course for MTTM (2nd Semester)

3. Interdisciplinary courses and departments involved: *MTTM (Department of Tourism)*
4. Whether Annual/ Semester/ Choice Based Credit System: *Semester*
5. Participation of the department in the courses offered by other departments:
   a. *Optional Additional Language Course for all the Departments.*
   b. *Open Course (Communicative Applications of the French Language) offered for all the students of 5th semester from all the departments.*
6. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors) in 2015-16

	Sanctioned	Filled
Professors		
Associate Professors	1	1
Ass. Professors	1	0

7. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Desig-nation	Special-ization	Experience (in years)	No. Of PhD students guided in the last 4 years
Dr.N.VIPIN CHANDRAN	MA, MSL (Besançon) , Ph.D	Associate Professor	French for Specific Objectives,	30 years	Nil

			Tourism		
Rev.Fr.Soji Mathew	MA	Guest Faculty	French Literature	2 years	Nil

8. Percentage of classes taken by temporary faculty – programme-wise information:

Programme	% of Classes taken by temporary faculty
UG	42%
PG	nil

9. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	1:60

10. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status): NIL
11. Number of faculty with ongoing projects: NIL
12. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA
13. Research Facility / Centre: NO
14. Publications in the last 5 years:
    Number of
    - Papers published in international journals: 1
    - Edited books:2
15. Details of patents and income generated: NIL
16. Areas of consultancy and income generated: NIL
17. Faculty recharging strategies: NIL
18. Student projects: NIL
19. Awards / recognitions received at the national and international level by
    g. Faculty: ***French Government Fellowship of 2014***
20. Seminars/ Conferences/Workshops organized

NATURE & TITLE OF ACADEMIC EVENT	MAIN RESOURCE PERSON(S)	FUNDING AGENCY	YEAR OF EVENT
An Interactive Session with Eminent Author Kenisé Mourad	Mme. Kenisé Mourad, Ms.Alice Gauny, Director of Alliance Française de Trivandrum	French Embassy	28 January, 2013
Behind the Poems:	Marc Delouze,	French	19th

The Poet and his poems	the French Poet	Embassy	November 2014
Education Beyond Borders: Career opportunities in France	Ms. Sithara Vijayan, Alice Gauny	'Campus France' (Educational wing of the French Embassy)	19th January 2015
Lecture	Emmanuel Samson, Cultural Attaché, French Embassy	French Embassy	21st July 2016:
Effective Communication in Class	Leena M	Mar Ivanios College	25th August 2016

21. Student profile course-wise (for 2015-16): NA
22. Diversity of Students (2015-16): NA
23. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NA
24. Student progression: NA
25. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: 1
26. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1
27. Present details about infrastructural facilities
    - Class rooms with ICT facility: ***Class Room equipped with LED Projector and Internet facilities***
28. Number of students of the department getting financial assistance from College: Nil
29. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology. NA
30. Does the department obtain feedback from
    - Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize it?
      - Department Meetings discuss the curriculum and makes timely modifications on the light of assessment of students and implements the changes through the Board of Studies meetings.
    - Students on staff, curriculum as well as teaching-learning-evaluation and what is the response of the department to the same?

- Feed back collected from students by way of questionnaire to assess the quality of teaching as well the curriculum content and timely modifications implanted whenever necessary.

- Alumni and employers on the programmes and what is the response of the department to the same?
  - The Board of Studies makes changes and additions on the basis of the opinion expressed by the Alumini and Employers/industry representatives.

31. List the distinguished alumni of the department (maximum 10)
    - Shri.M.Jayachandran, Music Director and Play back singer (NATIONAL AWARD winner)
    - Shri.Vidhu Prathap, Play back singer (STATE AWARD winner)
    - Shri.Shyam G Menon, Senior Journalist, The OUTSIDER
    - Dr. Nandagopala Menon, Centre for Modern Indian Studies, Gottingen, Germany
    - Dr.Shemim SS, Assistant Professor, TKM College of Engineering, Kollam
    - Prof.Seenu Lukose, Head, Department of French, Govt.Women's College, Trivandrum
    - Ms. Narayani Harigovindan, Embassy of France in India, New Delhi
    - Shri. Bobby Mohan, Cognizant, Kelly ville, New South Wales
    - Shri.Vinay Chandran, DSM, Oman Air, Al Ain, UAE
    - Shri. Praveen Ramachandra, Milward Brown, Singapore

32. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts. NIL
33. List the teaching methods adopted by the faculty for different programmes
    - Audio-Visual original documents
    - Exposure to the French Language by inviting Native Speakers
34. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - Regular and systematic assessment of students
35. Highlight the participation of students and faculty in extension activities.
    - NA
36. Give details of "beyond syllabus scholarly activities" of the department.
    - Does Translation Work(French-English-Frencch) involving students in the online Translation Sites
37. State whether the programme/ department is accredited/ graded by other agencies. Give details: NO
38. Detail any five Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
      - Good Motivated Students

- Availablity of Resource Persons thanks to the Alliance Française in Trivandrum
- Availablity of Audio-Visual facilities
- Availablity of Internet
- Freedom to modify the syllabus and curriculam as per requirements and feed back from respondants

- Weaknesses
  - Time restraints to accommodate more language practices
  - Opportunities
  - Exposure to new horizons of career opportunities by participating in the programs organized by Alliance Française de Trivandrum
  - Gets exposure in the field of Interpretation by attending to the requirements of Ayurvedic resorts around trivandrum
- Challenges
  - Lack of funds for expanding further activities of the departments

39. Future plans of the department.
    To start Post Graduate Department of French Language

q. EVALUATIVE REPORT OF THE DEPARTMENT OF HINDI

6. Name of the Department & its year of establishment:

Name of Department:	HINDI
Year of Establishment:	1949

7. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Level	Name of Programme
UG	BA /B.Sc. & B.Com. Additional Language BA/B.Sc Career related programme (Additional Language

8. Interdisciplinary courses and departments involved: Hindi taught as an additional language in all UG programmes.

9. Whether Annual/ Semester/ Choice Based Credit System: Semester

10. Participation of the department in the courses offered by other departments: See Item 3 above.

11. Number of teaching posts sanctioned and filled (Professors/Associate Professors/ Asst. Professors)

	Sanctioned	Filled
Associate Professors	1	1
Ass. Professors	1	1

12. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualifi-cation	Designation	Special-ization	Expe-rience (in years)	No. Of PhD students
Dr.K.K.Marykutty	MA ,M.Phil, Ph.D.	Head & Associate Professor	Modern Literature	26	Nil
Dr.M.Kala	MA ,Ph.D.	Assistant Professor	Modern Literature	5	Nil

13. Percentage of classes taken by temporary faculty – programme-wise information: NIL

14. Programme-wise Student Teacher Ratio

Programme	Student – Teacher Ratio
UG	1:70+

18. Number of academic support staff (technical) and administrative staff: sanctioned and filled (present status): NIL
19. Number of faculty with ongoing projects: NIL
20. Departmental projects funded by DST-FIST; DBT, ICSSR, etc.; total grants received: NA
21. Research Facility / Centre: NO
22. Publications in the last 5 years:
    - Papers published in national peer-reviewed journals: 2

14. Details of patents and income generated: NIL
15. Areas of consultancy and income generated: NIL
16. Faculty recharging strategies: NIL

22. Student projects: NA
23. Awards / recognitions received at the national and international level: NIL
24. Seminars/ Conferences/Workshops organized: NIL
25. Student profile course-wise (for 2015-16): NA

23. Diversity of Students (2015-16): NA

25. How many students have cleared Civil Services, Defense Services, NET, SLET, GATE and any other competitive examinations in the last five years? NA

26. Student progression: NA

28. Diversity of staff:
    Percentage of faculty who are graduates
    - of the same parent university: 50
    - from other universities within the State: 50

29. Number of faculty who were awarded Ph.D., D.Sc. and D.Litt. during the assessment period (2011-16): 1

30. Present details about infrastructural facilities
    a. Library: General Library
    b. Internet facilities for staff and students: In the staff room/ Computer Centre
    c. Total number of class rooms: As needed
    d. Class rooms with ICT facility: As needed

40. Number of students of the department getting financial assistance from College: NA

41. Was any need assessment exercise undertaken before the development of new programme(s)? If so, give the methodology: NA

42. Does the department obtain feedback? NO; DONE BY IQAC

43. List the distinguished alumni of the department (maximum 10): NA

44. Give details of student enrichment programmes (special lectures / workshops / seminar) with external experts: NIL

45. List the teaching methods adopted by the faculty for different programmes
    - Theory sessions with interactive teaching and learning. Assignments were given to comprehend the scope of the syllabus of the concerned subject.

46. How does the department ensure that programme objectives are constantly met and learning outcomes monitored?
    - By continuous evaluation through assignments, internal test papers.

47. Highlight the participation of students and faculty in extension activities.
    - Through the various clubs in the college

48. Give details of "beyond syllabus scholarly activities" of the department.
49. department is accredited/ graded by other agencies: NA

50. Detail the Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department
    - Strengths:
        - Students with high motivation
        - Faculty who are closely working with the students to achieve desired goals
        - Unity among faculty and students
        - Creativity and talents
    - Weaknesses
        - Lack of Degree courses in Hindi
    - Opportunities
        - Could become a centre for communication skills training in Hindi, starting with the Certificate Course
    - Challenges
        - Getting students for Hindi courses

51. Future plans of the department.
    - Start Certificate, Diploma and Degree courses in Hindi.

The Evaluative Reports of the Departments end here. The last section of this Self-Study Report is Post-Accreditation Initiatives.

V. POST-ACCREDITATION INITIATIVES

This section will touch upon the major initiatives since the last accreditation in 2011 and will present the measures taken in relation to the recommendations in the NAAC Peer Team Report of 2011.

5.1 Profile

The significant ways in which the profile of the College changed in the last five years include the following:

- The College was sanctioned the third phase of the College with Potential for Excellence status in 2014 and funds worth Rs. 1.25 were sanctioned. It is not very common for a college to be given an extension for the third phase.
- The DBT Star College scheme was extended to the second phase in 2014 and funds worth Rs. 34 lakhs has been received since 2012-13.
- The College was one of the two colleges affiliated to the University of Kerala to be granted autonomy in 2014 by the Government of Kerala. The Autonomy fund of Rs. 20 lakhs per year for the first two years has been sanctioned.
- The College was given sanction to start two B.Voc courses by the UGC in 2014. These courses were in Software Development and Tourism and Hospitality Management; an amount of Rs 185 lakhs was sanctioned for the same.
- The College was one among the 100 colleges granted the status of the UGC DDU Kaushal Kendra under the UGC XII Plan. Funds worth Rs. 3.4 have been sanctioned for the College and the College received the first installment of Rs 1.9 crores in 2015

5.2 Curricular Aspects

- All departments have gone in for a syllabus revision. Upto 20% of the syllabus has been revised as this was the first syllabus revision after autonomy. Boards of Studies with eminent scholars and industry representatives were constituted for all programmes and a planned process for revision was initiated.
- One new PG programme (M.A in Malayalam and Media Studies in 2014), two B.Voc courses (in 2014) and two self financing courses (B.A in English and B.Com in 2015) were started after the last reaccreditation.
- 10 new add-on programmes designed by the faculty have been started in 2016.
- Cambridge University has offered a Course in Content and Language Integrated Learning (CLIL) to 30 PG students of the College in 2016.

- The College entered into a tie-up with Civil Services Academy, Pala, in 2014 for giving coaching for the Civil Services Exams to students of the College. 25 joined in 2014 and 82 in 2015.
- The College started skill oriented and mentoring programmes of the Fostering Linkages in Academic Innovation and Research (FLAIR) programme of the Higher Education Department, Govt of Kerala in 2014. This included training in soft skills and English communication and mentoring for both very weak and very bright students.
- Online feedback on curriculum was taken for the first time in 2015 (for the last University batch final year students)
- Environmental Studies has become mandatory.
- Classes in Value Education were started.

5.3 Teaching, Learning and Evaluation

- The student strength has gone up from 1870 in 2011 to 2308 in 2016 (UG, PG and PhD students).
- Academic Calendars have become more detailed; teaching plans are being framed now.
- Many more student-centric, beyond the class-room, innovative teaching practices have been used; these could be in the form of field visits, internships, industry visits, projects etc.
- Evaluation of teachers by students have been formalized and put in the online mode.
- While 45.5% of teachers had PhD in 2011, 54.8% are PhD holders in 2015.
- While there was one Post-Doctoral candidate in till 2011, there have been six Post-Doctoral fellows since then (one of them being in Harvard Medical School).
- Teaching has become more ICT enabled with Smart Boards being installed in all departments since then.

5.4 Research, Consultancy and Extension

- The number of students registered for PhD in the six research centres on campus was 69 in 2011 (ongoing); there are currently 103 PhD students on the rolls in 2016.
- While there were 387 research publications (164 in international and in peer reviewed national journals and 224 conference proceedings) in the five years before 2011, there have been 692 research publications in the five years since 2011 (442 in international and in peer reviewed national journals and 250 conference proceedings)
- While there were 21 Major and 12 Minor Research Projects (total 33) in the five year period before 2011, there have been 18 Major

and 19 Minor Research Projects since 2011 (total 37). However the maximum sanctioned amounts for a Major Research Project has been in 2015 (Rs 41 lakhs for Dr I. Hubert Joe of the Department of Physics and Rs 32 lakhs for Dr Sajith Kurian of the Department of Chemistry).

5.5 Infrastructure and Learning Resources

- The built up area has increased by approx 23,000 sq. ft with the two floors of the Research Block coming up and the extension to the Administrative Block and extra classrooms in the Commerce Block.
- An Office of the Controller of Examinations with all necessary facilities has been set up at a cost of Rs 27 lakhs for the autonomy stream.
- An additional computer centre with 45 computers in the Research Block has come up; more than100 computers have been added and a majority of the computers have been replaced. Internet speed has gone up to 10 mbps from 2 mbps.
- The old computer centre has been renovated at an expence of Rs 7 lakhs and separate fully air-conditioned sections for teachers and students have been set up with an additional 15 computers.
- A College Management system has been installed at a cost of Rs 6 lakhs. All admission, attendance and examination processes are fully automated and paperless. Student Login and Teacher Login have been enabled.
- The basketball court has been renovated at a cost of Rs 15 lakhs.
- The Library has been upgraded and around 5000 new books were purchased. DELNET and ProQuest subscriptions were purchased in 2016. A digital repository has been set up. The Library has a separate website now.

5.6 Student Support and Progression

- A counseling centre has been set up with two full time counsellors; more than 500 students have benefited in the last two years
- Three formal modes of mentoring have been set up, WWS, SSP and the Mentoring Programme of the College
- The BEC Study Centre continues to flourish and the ASAP programme for soft skills training started in 2014.
- 91 students (both UG and PG) of the college have cleared the NET in the last five years compared to 17 in the previous five years.
- A much larger number of students go to national institutions of repute every year after their UG programme.

- A Students' IQAC was constituted in 2014 to spread awareness of all student support programmes and bring quality related issues to the attention of the IQAC.

5.7 Governance, Leadership and Management

- A new organizational structure has taken shape after autonomy with all the statutory and non-statutory bodies.
- The IQAC was reconstituted in 2014.
- The IQAC has a separate website with all activities updated on the site, including minutes of meeting, since 2014.
- The Management has been quick to apply for various XII plan schemes, which have been sanctioned.

5.8 Innovations and Best Practices

- A Green Audit has been done for the first time in 2016.
- A Vermicompost unit was set up in 2013.
- All the innovations and best practices mentioned in Criterion 7 (except the Open House, the Science Facilitation Centre and BEC programme) are post-accreditation initiatives.

5.9 Recommendations of the NAAC Peer Team in 2011 and action taken on it:

- Preparation of a realist perspective institutional plan and a road map for the coming decade:
  - Action taken: Prepared by the Management
- Introduction of professional UG and PG courses in emerging areas:
  - Action taken: B.Voc courses introduced
- More number of value added short term courses could be offered:
  - Action taken: 10 new add-on courses started; Soft Skills and Communication classes started; Civil Service coaching started
- Effort may be made to get the autonomy status from the UGC:
  - Action taken: Autonomy status granted.
- Online modules may be developed for collecting feedback from different stakeholders.
  - Action taken: All feedback put in online mode by the IQAC; a separate portal for feedback has been created.
- Institutionalizing placement, counseling, entrepreneurship activities necessary.
  - Action taken: Counselling institutionalized; ED Club set up; Placement cell revamped.
- Creation of a talent data base for students in academics and extracurricular activities and providing coaching to extraordinarily talented students

    - Action taken: Talent data base created; coaching in the arts given to talented students while preparing for the Youth Festival; Walk with a Scholar programme in practice
- Language laboratory and computer laboratory for Commerce may be modernized:
    - Action taken: Computer lab in Commerce modernized. Language lab not modernized (not functional).
- The Computer Centre may offer varied courses to promote employabililty and for the skill promotion of the non-teaching staff.
    - Action taken: A Computer Science department has been set up under B.Voc scheme; students are joining computer courses of IGNOU available on campus. All office non-teaching staff have been given training and are computer proficient now as the office is computerized.
- More national seminars/ workshops may be organized and proceedings subject to peer review
    - Action taken: More than 20 national seminars organized in the last four years. Proceedings were subject only to internal peer review.

As noted in the Executive Summary, it is an obviously tougher task to sustain and improve whatever levels of excellence and quality one may have achieved. At this point, it would seem fair to argue that Mar Ivanios College has succeeded to a considerable extent in its effort to convert challenges to opportunities of growth. It does need still more concerted effort on the part of all stakeholders to strive together to take the College to the next level of academic excellence. This it is determined to do, taking into account the aspirations of all its stakeholders. Mar Ivanios College has indeed come a long way, and the journey up the hill to reach the towering torch of enduring excellence is still an inspiring one.

COVERING LETTER

MAR IVANIOS COLLEGE

(AUTONOMOUS)

Estd : 1949

Re-assessed and Re-accredited (Third Cycle) with the Highest Grade, 'A' Grade by NAAC
CPE (College with Potential for Excellence) **Status conferred by UGC**

PRINCIPAL

14 September 2016

THE DIRECTOR
NAAC
Bangalore

Dear Sir,

Ref: Track ID **KLCOGN14802**

Our LOI bearing Track ID KLCOGN14802 has been accepted on 12/09/2016, and we are hereby submitting five hard copies of the SELF-STUDY REPORT (SSR) of Mar Ivanios College, Thiruvananthapuram, Kerala, for the FOURTH CYCLE OF ACCREDITATION (Third re-accreditation). A soft copy of the same as both Word and PDF files in a CD is also enclosed.

We were granted autonomy in 2014 and consequently we have used the format for Autonomous colleges for our SSR. The hard copy follows the specifications required: Times New Roman 12 point font, with 1.5" margin on all sides with double side printing.

Since we are a Government-Aided college covered under 2f and 12 B of UGC Act, 1956, and getting General development grants during XII Plan we are eligible for exemption of Accreditation fees; valid documentary evidence for the same is attached.

We have uploaded information about the College on the AISHE website, and have also attached a supporting document confirming the upload of this information on the AISHE website.

We would be grateful if you would kindly acknowledge receipt of the SSR and inform us of further steps in the reaccreditation process.

Thanking you,

Yours faithfully,

PRINCIPAL

Principal
Mar Ivanios College
Vidyanagar, Thiruvananthapuram-695 015

MAR IVANIOS COLLEGE (AUTONOMOUS) THIRUVANANTHAPURAM, KERALA

Mar Ivanios Vidya Nagar, Thiruvananthapuram-695015, Kerala, India. Tel : +91-471-2530023, 2531053 Fax : 0471-2532445
• info@mic.ac.in • Website : www.marivanioscollege.ac.in • www.mic.ac.in

DECLARATION BY THE HEAD OF THE INSTITUTION

MAR IVANIOS COLLEGE

(AUTONOMOUS)

Estd : 1949

Re-assessed and Re-accredited (Third Cycle) with the Highest Grade, 'A' Grade by NAAC
CPE (College with Potential for Excellence) **Status conferred by UGC**

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR has been prepared by the institution after internal discussion, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in the SSR during the Peer Team visit.

Place: Trivandrum
Date: 14 September 2016

PRINCIPAL

Principal
Mar Ivanios College
Thiruvananthapuram-695 015

MAR IVANIOS COLLEGE (AUTONOMOUS) THIRUVANANTHAPURAM, KERALA

Mar Ivanios Vidya Nagar, Thiruvananthapuram-695015, Kerala, India. Tel : +91-471-2530023, 2531053 Fax : 0471-2532445
• info@mic.ac.in • Website : www.marivanioscollege.ac.in • www.mic.ac.in

CERTIFICATE OF COMPLIANCE

MAR IVANIOS COLLEGE

(AUTONOMOUS)

Estd : 1949

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CPE (College with Potential for Excellence) **Status conferred by UGC**

Certificate of Compliance

This is to certify that MAR IVANIOS COLLEGE (AUTONOMOUS), TRIVANDRUM fulfils all norms:

1. Stipulated by the affiliating University and/or
2. Regulatory Council/ Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date 9 September 2016.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 12 September 2016

Place: TRIVANDRUM

Rev. Dr. GIGI THOMAS

Principal/ Head of the Institution

Principal
Mar Ivanios College
Thiruvananthapuram-695 015

MAR IVANIOS COLLEGE (AUTONOMOUS) THIRUVANANTHAPURAM, KERALA Estd. 1949

Mar Ivanios Vidya Nagar, Thiruvananthapuram-695015, Kerala, India. Tel : +91-471-2530023, 2531053 Fax : 0471-2532445
• info@mic.ac.in • Website : www.marivanioscollege.ac.in • www.mic.ac.in

SUPPORTING DOCUMENT FOR UPLOAD OF COLLEGE INFORMATION ON AISHE WEBSITE

MAR IVANIOS COLLEGE

(AUTONOMOUS)

Estd : 1949

Re-assessed and Re-accredited (Third Cycle) with the Highest Grade, 'A' Grade by NAAC
CPE (College with Potential for Excellence) **Status conferred by UGC**

PRINCIPAL

14 September 2016

THE DIRECTOR
NAAC
Bangalore

Dear Sir,

Subject: Intimation about uploading of information about the College on the AISHE website

This is to inform you that we have uploaded the information about the College on the AISHE website for the last five years, i.e., from 2011-12 to 2015-16. Our **AISHE Code is C-43767.**

Thanking you,

Yours faithfully,

PRINCIPAL

Principal
Mar Ivanios College
Thiruvananthapuram-695 015

MAR IVANIOS COLLEGE (AUTONOMOUS) THIRUVANANTHAPURAM, KERALA Estd. 1949

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• info@mic.ac.in • Website : www.marivanioscollege.ac.in • www.mic.ac.in

SUPPORTING DOCUMENT FOR WAIVER OF ACCREDITATION FEE

UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

DR. M. JAYAPRAKAS
DIRECTOR
COLLEGE DEVELOPMENT COUNCIL.

Phone (Off): 0471-2306514
Res: 0471-2657600
Fax: 91-471-2307158
Website: www.keralauniversity.edu
Email: ku_cdc@yahoo.com
Thiruvananthapuram, Kerala – 695 034

No.CDC/2012

Date: 29.02.2012

CERTIFICATE

This is to certify that Mar Ivanios College, Thiruvananthapuram is included in the list of colleges under 2(f) and 12 B of the UGC Act, 1956, published in the website of the UGC and the College has been receiving grants from UGC for colleges under 2(f) and 12 B.

Yours faithfully,

DIRECTOR
COLLEGE DEVELOPMENT COUNCIL

PROOF FOR RECOGNITION UNDER SECTION 2(F) AND 12(B) OF UGC ACT

S.No.	Name and Address of the College	Status	Other details
	KERALA – 695 033		Rehe/Kerala(75020)
21	LOYOLA COLLEGE OF SOCIAL SCIENCES, SREEKARIYAM, THIRUVANANTHAPURAM DIST THIRUVANANTHAPURAM KERALA–695 017	2(f) & 12(B) Non-Govt. Post-Graduate	Affiliated College Estd. 1963 Rehe/Kerala(75021)
22	MAHATMA GANDHI COLLEGE, KESAVADASAPURAM, THIRUVANANTHAPURAM DIST THIRUVANANTHAPURAM KERALA–695 004	2(f) & 12(B) Non-Govt. Post-Graduate	Affiliated College Estd. 1945 Rehe/Kerala(75022)
23	MANNAM MEMORIAL N.S.S. COLLEGE KOTTIYAM DIST KOLLAM KERALA – 691 571	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1991 Rehe/Kerala(75023)
24	MAR IVANIOS COLLEGE, BETHANY HILLS, TVPM THIRUVANATHAPURAM DIST THIRUVANANTHAPURAM KERALA–695015	2(f) & 12(B) Non-Govt. Post-Graduate	Affiliated College Estd. 1949 Rehe/Kerala(75024)
25	MAR THEOPHILUS TRAINING COLLEGE, BETHANY HILLS THIRUVANANTHAPURAM DIST THIRUVANANTHAPURAM KERALA – 695 015	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1956 Rehe/Kerala(75025)
26	MEDICAL COLLEGE, ULLOOR DIST THIRUVANANTHAPURAM KERALA – 695 011	2(f) & 12(B) Govt. Post-Graduate	Affiliated College Estd. 1950 Rehe/Kerala(75026)
27	MILAD-E-SHERIEF MEMORIAL COLLEGE, KAYAMKULAM DIST ALAPPUZHA KERALA	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1964 Rehe/Kerala(75027)
28	MOUNT TABOR TRAINING COLLEGE, PATHANAPURAM DIST KOLLEM KERALA – 689 695	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1960 Rehe/Kerala(75028)
29	N.S.S. COLLEGE, SHARALLAY CHERTHALA DIST ALAPPUZHA KERALA 688 556	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1964 Rehe/Kerala(75029)

UGC 2014 Directory of Colleges under section 2(f) and 12(B) of UGC Act

Diary No. 4735

ज्ञान-विज्ञान विमुक्तये

विश्वविद्यालय अनुदान आयोग
नैरुत्य प्रादेशिक कार्यालय
UNIVERSITY GRANTS COMMISSION
SOUTH WESTERN REGIONAL OFFICE
P.K. Block, Palace Road, Gandhinagar
Bangalore-560 009.
Phone : (080) 2228 0380 Fax : (080) 2228 0381

3-3(013)/2012(UG)(XII PLAN)/KLKE013/SWRO

The Accounts Officer
South Western Regional Office
University Grants Commission
P.K. Block, Palace Road
Gandhinagar, Bangalore

21-Mar-14

Sub: Release of Grants-in-aid to MAR IVANIOS COLLEGE, NALANCHIRATA, THIRUVANANTHAPURAM for the year 2013-2014 under "General Development Assistance" (Plan)

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of Rs.3350600/- for the year 2013-2014 equivalent to 40% of XIIth Plan allocation to MAR IVANIOS COLLEGE, NALANCHIRATA, THIRUVANANTHAPURAM for "General Development Assistance" (Plan), expenditure to be incurred during 2013-2014.

NAME OF THE SCHEME	HEAD OF ACCOUNT	ALLOCATION Rs.	GRANT TO BE SANCTIONED BY 2013-14 40% OF ALLOCATION Rs.	GRANT ALREADY SANCTIONED IN 2012-13 AS Ad-hoc GRANT (Other than Building) Rs.	GRANT NOW BEING SANCTIONED (Other than Building) Rs.	BALANCE Rs.
General Development Assistance (Block Grant)	2(B)	9439000/-	3775600/-	425000/-	3350600/-	5663400/-

You are requested to utilise the sanctioned amount proportionately as detailed below :-

GENERAL - 2596715/-	SC - 502590/-	ST - 251295/-

1. The amount released may be utilised within the allocated amount under Grant-in-aid General (31) and Capital Assets (35) as conveyed vide letter no. 3-3(013)/2012(UG)(XII PLAN)/KLKE013/SWRO dated 21-Mar-2014. Re-appropriation of funds between Grant-in-aid General (31) and Capital (35) is not permissible.
2. The sanctioned amount is debitable to 2(B) and is valid for payment during the financial year 2013-2014 only.
3. The amount of the Grant shall be drawn by the Accounts Officer/Drawing and Disbursing Officer, South Western Regional Office, UGC, Bangalore on the Grants-in-aid bill and shall be disbursed to and credited to the Principal of the College through Electronic mode as per the following details:
   a. Details (Name & Address) of Account Holder: MAR IVANIOS COLLEGE, NALANCHIRATA, THIRUVANANTHAPURAM
   b. Account No: 052700101001842
   c. Name & adress of Bank branch: CORPORATION BANK, KP11 641/C MC ROAD, NALANCHIRA P.O., TRIVANDRUM - 695 015
   d. MICR Code: 695017003
   e. IFSC Code: CORP0000527
   f. Type of Account: SB
4. This grant can be availed by aided colleges/courses only.
5. The grant is subject to the adjustment on the basis of utilisation certificate in the prescribed proforma submitted by the College.
6. The college shall maintain proper accounts of the expenditure out of the grants which shall be utilised only on approved items of expenditure.
7. The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.

Contd.2

8. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
9. The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilised for the purposes other than those for which the grant was given without proper sanction of the UGC and should at any time the College ceased to function, such assets shall revert to the University Grants Commission.
10. A Register of Assets acquired wholly or substantially out of the grants shall be maintained by the College in the prescribed proforma.
11. The grantee institution shall ensure the Utilization of grants-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization thereof, the simple interest @ 10% per annum as amended from time to time on unutilised amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
12. The College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation of policy [both vertical (for SC, ST and OBC) and horizontal (for person with disability etc.)] in teaching and non-teaching posts.
13. The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act, 1963, and Official Languages (Use for Official Purposes of the Union) Rules, 1978 etc.
14. The sanction is issued in exercise of the delegation of powers vide UGC office order No.130/2013[F.No.10-11/12(Admn. IA & B)] dated 28/5/2013.
15. The College shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the College will be open for audit by the Comptroller and Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e. balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by the Government.
18. The funds to the extent are available under the Scheme.
19. This issues with the concurrence of IFD vide Diary No. 7783 and dated 04-03-2014 respectively.
20. An amount of Rs.0/- out of the grant of Rs. 425000/- sanctioned vide letter No.3-3(013)/2012(UG)(XII PLAN)/KLKE013/SWRO dated 30-03-2013 has been utilized by the College for the purpose for which it was sanctioned and noted in Grants-in-aid Register at Page No - 60.
21. The grant is sanctioned on the basis of the information/documents provided by the college. In case of any discrepancy in the above information and the college is found ineligible for the above grant at the time of expert committee meeting the college is liable to refund the sanctioned grant along with interest.
22. **The college shall ensure involvement of Technical advice on and supervision of specifications and construction standards.**
23. **College should abide by the UGC Regulation on curbing the menace of ragging in the Higher Educational Institution 2009, and shall take action in accordance with these regulations against those found guilty of ragging and/or abetting ragging actively or passively or being part of an conspiracy to promote ragging.**

Yours faithfully

(Dr.N. Gopukumar)
Deputy Secretary

Copy to

1. The Principal
MAR IVANIOS COLLEGE
NALANCHIRATA
THIRUVANANTHAPURAM - 695 015
(He/She is requested to abide by these instructions/guidelines of sanction order.)

2. Officer of Director General of Audit, Central Revenues, AGCR Building, I.P. Estate, New Delhi

3 The Director
Department of Collegiate Education
Vikas Bhawan, Thiruvananthapuram - 33

4. The Dean/Director, College Development Council
KERALA UNIVERSITY
THIRUVANANTHAPURAM
KERALA - 695 034

5. Office copy

(Neethu S Thulaseedharan)
Education Officer