Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ALPHONSA COLLEGE**
Name of the head of the Institution	**Dr. Gigimol M.G.**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04822-212447**
Mobile no.	**8606501148**
Registered Email	**alphonsacollegepala@gmail.com**
Alternate Email	**gmgpala@gmail.com**
Address	**Alphonsa College, Arunapuram P.O., Pala, Kottayam District**
City/Town	**PALA**
State/UT	**Kerala**
Pincode	**686574**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Dani Mathew M**
Phone no/Alternate Phone no.	**04822212447**
Mobile no.	**9947486194**
Registered Email	**iqacacp@gmail.com**
Alternate Email	**danimathewm@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.alphonsacollege.in/uploads/2020/05/AQAR17-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.alphonsacollege.in/uploads/2020/06/College-Calendar-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
3	**B**	**3.00**	**2013**	**08-Jul-2013**	**07-Jul-2018**
4	**A**	**3.24**	**2018**	**28-Mar-2018**	**27-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**02-Jul-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!	

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**10**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Conducted Faculty Development Programmes

2. Preparation of IIQA and SSR for IV Cycle of NAAC Accreditation. Coordinated Naac Pear team Visit for IV Cycle of Accreditation on 21st and 22nd March 2019 and awarded A grade with CGPA 3.24.

3. Performance Appraisal of Faculty members and collection and evaluation of feed backs from various stake holders on institution, Faculty and Curriculum.

4 . Conducted Environmental audit

5. Documentation of activities, Participation in NIRF Ranking and updation of reports to AQAR, AISHE, KSHEC ,RUSA etc.

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Administration council	**15-Jun-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**21-Mar-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**19-Mar-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. CampusNET ERP –Students Admission Management. It's a web based module with Advanced and customised search option for more than 250 fields about a student. All kind of reports for Universities and Governmentn can avail from this module especially all kind SC/ST/OBC statements as on date, 2013 2. CampusNET ERP –Fee Management All kind of Fee can be collected through this centralised 2013 System software with the integration of accounts system. Govt. And management reports can be availed as on date or a particular period other than the consolidated DFCR reports. 3. CampusNET ERP –Accounts System It is also a centralised Accounts system which is**

integrated with FEE and other modules. It can used for unlimited no. Of companies of accounts. 4. CampusNET ERP –Examination System This module is also centralised cloud based solution for Students internal and University Examination Management System and its all kind of reports such as Form 205, Packing Slip, Question Paper Setting, Exam Fee Management etc., 2015 5. CampusNET ERP –LibraryManagementSystem (ILMS) Fully Automated Library Management System with Barcode Solution for both Students Card and Books , 2009 6. CampusNET ERP –Library Information KIOSK System Fully functional Touch Screen Library Information KIOSK with OPAC facility is integrated in the Library. Library eGate for Students. Library attendance is also enhanced for Automated Library Usage statistics. 2014 7. CampusNET ERP –StudentsAttendance System (Cloud Solutions)All the students will display as per the allotted time table and just need to tick the absenters. Automatically University mark will generate as per 2013 8. CampusNET ERP –StudentsInternal/ExternalMark system All the teachers will get students attendance automatically through internal software and its mark also. Students list will come as per the university order and just need to enter mark only and it will generate the Form A and Form B in University Format 2013 9. CampusNET ERP – Time Table Management System 2013

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum as well as the academic calendar followed by college is strictly in accordance with the academic calendar prescribed by the affiliated university. An academic calendar is submitted by each department at the inception of the academic year 2018-2019. The smooth conduct of the programmes scheduled by each department is ensured by the IQAC. A well structured teaching strategy is followed by the teachers to facilitate optimum learning and their activities are judiciously recorded in the teacher's diary. Student assessment is done through the medium of class tests. Based on the result of a well structured assessment process, students are categorised into advanced, medium and slow learners. Remedial classes conducted by the teachers offer help to slow learners; the academic and career prospects of the advanced learners are

improved with the help of special coaching and inter-cultural interactive sessions. The high performers also offer assistance in the form of peer teaching. The college has a well organized mentoring system in which teachers offer guidance to heterogeneous groups consisting of twenty five students. In addition to this various programmes are conducted for the learners in collaboration with the Govt. of Kerala. These programmes (ASAP, SSP and WWS) assist the students in their learning by providing them with simplified study materials. The college has a well equipped library with access to INFLIBNET, books, international journals and other e-resources. The curriculum transactions are made effective with help of audio-visual aids. Each department conducts an ample number of seminars-both national and international- which are relevant and beneficial to their area of study. Outreach programmes by premier institutions of the country are organized in the college so that the students are familiarized with emerging trends in their area of study. Meritorious students are given an opportunity to visit premier institutions as part of Motivational Institution visit. The college has a well functioning grievance redressal mechanism wherein the students can approach their tutors for sharing their grievances. A Complaint Box is kept outside the Principal's office and the box is opened only by the principal to ensure secrecy of the whole affair and prompt action is ensured to solve the grievances. The College is proud to have an objective and transparent mechanism in the calculation of internal marks. Internal marks are uploaded in the University website. Efforts were made at the initiative of individual departments to complement the curriculum through seminars, assignments, projects and other cocurricular activities, to fine-tune it to meet the requirements of the society and improve the employability of the students. The learning atmosphere is enriched by the use of smart classroom and value addition strategies providing both intellectual and social development. At the end of every semester, department-wise open forum is conducted in order to gather students' feedback on the implementation of the curriculum. Department-wise Parent-Teachers' meeting (PTA) is also held after each semester. The feedback thus gathered is taken up at the faculty evaluation meetings held at the end of every semester, both at the departmental and college level.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English Language and Literature	04/06/2018
BA	Economics	04/06/2018
BA	History	04/06/2018

BSc	Mathematics	04/06/2018
BSc	Physics	04/06/2018
BSc	Chemistry	04/06/2018
BSc	Botany	04/07/2018
BSc	Zoology	04/06/2018
BSc	Clinical Nutrition and Dietetics	04/06/2018
BSc	Physics (Voc)	04/06/2018
BCom	Taxation	04/06/2018
BVoc	Fashion Technology	04/06/2018
BVoc	Sports, Nutrition and Dietetics	04/06/2018
MA	Political Science	04/06/2018
MA	English (Aided)	04/06/2018
MA	English (Self Financing)	04/06/2018
MSc	Zoology	04/06/2018
MSc	Chemistry	04/06/2018
MSc	Clinical Nutrition and Dietetics	04/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	Sports, Nutrition and Physiotherapy	38
BSc	Clinical Nutrition and Dietetics	55
BA	Economics	67
BCom	Taxation	12
BVoc	Fashion Technology	27
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
To understand and assess the expectations of students on curriculum, the institution collects feedback from the students, faculty, alumni and parents. This year the stakeholders evaluated the curriculum on a five point scale where the student can mark eight parameters as excellent, very good, good, satisfactory and not satisfactory. The parameters like depth, coverage, applicability, learning value, clarity and relevance of the course along with the relevance of additional source material and the extend of effort required by the students are analysed and evaluated by the students. To assure them complete trust they are not compelled to write their names on the feedback form but for the purpose of proper evaluation they have to indicate their subjects. Also, provision to add further suggestions are also given. The feedback is analysed department-wise to get a clear understanding of the course material. Suggestions are kept in the departments to be forwarded to the members of syllabus restructuring. Grievances about the unavailability of texts are pointed out and such text books are replaced by available ones. Open houses for the Redressal of grievances are conducted once in every semester. The parents are also given such an opportunity during the PTA and Mother's PTA meetings. Open discussions are also promoted during these occasions. In addition to the general meetings the PTA as well as the alumni meet together department -wise as well. The alumni are usually keener in making suggestions for the growth of the institution and their productive proposals on the course as well as the institution are welcomed by the IQAC and authorities. Certificate courses are designed as per the student suggestions and tastes. In addition to these, separate feedbacks are also taken to evaluate institutional performance and teacher's performance.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1688	188	49	7	26

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
82	64	14	18	1	14
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Alphonsa College, Pala endow with special attention to each and every student of the college. Faculty members of each department act as tutors/mentors for the students. Special time for tutorial is set aside every Friday. The class teacher acts as the tutor of the specific class. The academic problems of the slow and advanced learners are discussed and solved during the tutorial hour. Special concern is given to slow learners and scheduled remedial classes are given. The personal problems of each student are discussed during the mentoring hour and 25 students of each batch are guided by a mentor. Students get monetary and personal support from the mentor and those who require further counselling are guided to the Counselling Centre ('Santhwana') of the college. The premeditated mentoring classes were held at the week – ends and special mentoring is set by each department for the deprived and the progress of each student is evaluated and marked in the mentoring evaluation sheet.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1876	82	1:23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
82	82	0	11	25

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Shaji John	Assistant Professor	Dr. M.V. Pylee Award for Best Ph.D Dissertation.
2019	Dr. Anila Thomas	Assistant Professor	Dr. M.V. Pylee Award of excellence for PhD Dissertation.
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of

				semester-end/ year-end examination	results of semester-end/ year- end examination

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has framed significant reforms in Continuous Internal Evaluation System at the institute level to improve the academic performance of students. Academic performance evaluation is an essential element of teaching and learning process. The institution follows Continuous Internal Evaluation (CIE) System to assess all Evaluation Process. Students are made aware of the evaluation process during the orientation programmes conducted prior to the commencement of their course. Academic Calendar with tentative CIA Exam dates will be given to the students at the beginning of every academic year. The institution conducts two internal examinations and a model examination which include questions from previous University Examinations. This helps the students to get an idea about what they really learned. After every examination, the answer scripts are valued and the corrections are personally explained to each student. All the departments maintain Progress Reports of the students. After the internal exam and valuation, PTA meetings will be conducted where the parents are given the progress reports of their wards. The parents will also be made aware of the performance of their wards. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the Remedial Classes conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews. This practice helps the struggling learners to update their subject knowledge and helps them to catch up with their peers. After every University examination and Centralized Internal Assessment, examination result analysis is done. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members in the review meetings. The teachers can also discuss about new methodologies to be adopted to improve the results at the result review meeting. External examinations of three hours duration will be conducted at the end of every semester for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75 attendance in each semester to appear for University Examination. The senior faculty members are the members of Board of Studies. At every meeting of the Board they suggest evaluation reforms and discuss any inconsistency in the Pass Board meeting.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The faculty members who are in charge of college calendar, in consultation with college Principal prepares the academic calendar well in advance prior to the commencement of the academic year. The calendar summarizes the academic schedule for the upcoming year, tentative schedule of internal and external examination, exam rules and regulations etc. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members prepare the lesson plan before the commencement of the semester, indicating the topics to be covered lecture wise including the evaluation process for each subject and it is duly reviewed by the one of the senior faculty in the department and approved by the head of the department. It is then made available to the students. The one in charge of the timetable in each

department prepares the timetable as per the guidelines of respective statutory bodies for the number of credit hours for each subject prior to the commencement of the semester. Time-table is uploaded on the system and displayed on the respective department notice boards. The performance of the students is assessed on a continuous basis by conducting internal exam as per the Mahatma Gandhi norms per semester. The tentative schedule of the CIE is included in the College handbook and is distributed to the students at the beginning of every year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.alphonsacollege.in/wp-content/uploads/2019/03/PO-CO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Weblink: http://www.alphonsacollege.in/feedback-report-2/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	0.19	0.19
Major Projects	1095	UGC	8.5	0.21
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Introductory Workshop on Astronomy and Astrophysics	Physics	13/09/2018
National Seminar 'ECOZEPHYR 2018'	Zoology	19/06/2018

Role of environmental management in sustainable development and Kerala economy	Economics	09/08/2018
National seminar on Film and literature	Malayalam	18/07/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Award of excellence of PhD thesis	Dr.Shaji John	Prof. M.V. Pylee Forum for higher education	19/01/2019	Teacher
Award of excellence of PhD thesis	Dr.Anila Thomas	Prof. M.V. Pylee Forum for higher education	19/01/2019	Teacher
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	5.46
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Malayalam	9
Hindi	2
English	1
Zoology	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Prevalance and multiple antibiotic resistance of Vibrio coralliiyticus, along the south west coast of India	Maya George	Current Science	2018	0.75	School of Environmental Sciences, MG University	11

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	2018	0	0	00

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	66	11	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St.Josephs College Moolamattam	16/08/2018	Research and advancement and dissemination of knowledge	12
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
25	26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Campus NET	Partially	2012	2012

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
	No Data Entered/Not Applicable !!!		
	[View File](#)		

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	00	00	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	186	36	0	13	25	17	95	5	0
Added	4	0	0	1	0	3	0	0	0
Total	190	36	0	14	25	20	95	5	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Sony? 5B	https://youtu.be/D9F6XVCcdCY
Sony? 5B	https://youtu.be/jrqxXrD6LeA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
40	4459136.54	38	4013760

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has sufficient resources allocated for the maintenance of the infrastructure. PHYSICAL AND ACADEMIC FACILITIES The college has been upgrading its infrastructure during the last five years by new building and elevator. The infrastructural amenities are timely upgraded and properly maintained. There is a Planning Committee constituted solely for this purpose. To meet the quality standards and needs, the IQAC as well as the College Council makes proposals for infrastructure development to the Planning Committee chaired by the Principal. Depending on the nature of the construction, the Planning Committee presents the proposal before the staff and PTA for their concurrence. The Managing Board takes the final decision on a priority basis. New infrastructure is created and existing upgraded to enhance academic standards and increase efficiency. The voltage and power supply is regularly checked by the appointed electricians. The service of an electrician and a plumber is made available in the campus. CLASS ROOMS The class rooms are modernized with LCD. Maintenance of the classrooms including furniture, doors, windows and routine cleaning are conducted. COMPUTER Computers are properly serviced and reused for the proper functioning of academic and non academic purposes and to minimize e-waste. The maintenance of computer hardware and software of the institute is carried out by third party experts through annual maintenance contracts (AMCs). LABORATORY Normally at the end of the Academic sessions the Heads of various departments are informed by the principal to give a report on the working status of the equipment used in their departments. The equipments/ instruments are repaired by professionals and if necessary, replaced and kept ready for use before the commencement of the new academic session. Some of the members of the staff and laboratory assistants make the maintenance of the equipment in their laboratory and the major defective equipments have been serviced by skilled technicians from outsides. Purchase Committee calls for quotations of the needy materials for the lab. Annual stock verification of chemicals and glassware are done promptly. A stock register is kept in all departments to record all the laboratory facilities. LIBRARY Librarian initiates the requirement and maintenance of the library facilities with the help of library assistants. The Library Advisory Committee plays an active role for the smooth and efficient functioning of the library. The Library was automated using Integrated Library Management Software. Books, manuscripts and reports are maintained with special care by the library assistants and they ensure a dust free atmosphere in library. Purchase Committee Calls for quotations and issue of purchase order for books, journals and other library facilities. OPAC system for book search has been devised and regularly updated. Stock verification of library books, is done every year. SPORTS FACILITIES The Department of Physical Education monitors the maintenance of sports equipments and service of Sports Facilities at least once a year. Professionals are hired for special sports training and field maintenance. The equipments in Gymnasium are regularly serviced and new ones are purchased whenever required. Regular maintenance of sports field is conducted.

https://www.alphonsacollege.in/downloads/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**SCHOLARSHIPS**	**173**	**112600**
Financial Support from Other Sources			
a) National	**SCHOLARSHIPS**	**948**	**8734175**
b)International	**00**	**0**	**0**
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
[View File](#)			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	**Career and Placement Cell**	**271**	**565**	**1**	**35**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	**1**	**1**

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Infosys, BangaloreWipro, Cochin TCS, Bangalore	**30**	**17**	**Western Railways, Bangalore , Hospitals ,BSF , CRPF**	**20**	**18**
[View File](#)					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
<td colspan="6" align="center">**No Data Entered/Not Applicable !!!**</td>					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<td colspan="2" align="center">**No Data Entered/Not Applicable !!!**</td>	
<td colspan="2" align="center">View File</td>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<td colspan="3" align="center">**No Data Entered/Not Applicable !!!**</td>		
<td colspan="3" align="center">View File</td>		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<td colspan="7" align="center">**No Data Entered/Not Applicable !!!**</td>						
<td colspan="7" align="center">View File</td>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College Union is organized with the following objectives 1.To train the students of the college in parliament democracy so that they may be responsible future citizens of India, aware of their duties, responsibilities and rights. 2.To promote opportunities for the development of character, leadership, efficiency and spirit of service among students. 3.To organize cultural programs, quizzes, debates, seminars, work squads, touring parties etc. so that the students may acquire knowledge on current topics and develop deep thinking about them. 4.To encourage extracurricular activities like Youth Festival, Sports Meet etc. that are conducive to the above objectives. The election to the College Union is conducted on the parliamentary model as per Para 6.2.4 of the J.M. Lyngdoh Commission Report and order passed by the Supreme Court of India in SLP No. 24295/2004 and the High Court of Kerala. The college union will have a students' general council and an executive. All students are members of the students' general council. In order to conduct election to the executive council an electoral council consisting of two elected representatives from each class will be formed. The electoral council will elect the executive committee consisting of the following office bearers: the Chairperson ,Vice Chairperson, General Secretary, University Union Councillors, Magazine Editor and the Arts Club Secretary. One member representing the students of each degree and P.G. classes elected by and from the student representatives of the respective years in the electoral council will also represent the executive council. Various departmental associations based on the students' optional subjects are also functioning under the college union. The

Student council is a representative structure through which students can be involved in the affairs of the college, working in partnership with the staff for the benefit of the institution and students. The council promotes the interests of the college and ensures active involvement of students in various affairs. The college union is responsible for conducting various events like arts day, college day, fresher's day, talent day and so on. Another key duty is editing and publishing the annual college magazine. The chairperson of the college union is an integral part of IQAC committee, thus solidifying student's involvement. The Anti Ragging Cell has representatives of freshers and seniors to ensure cooperation and to abolish ragging in the college altogether. It is through the students' active involvement that the academic calendar is formulated. NSS, NCC, Women Cell, various clubs and associations have student representatives as secretary and joint secretary to coordinate the activities. The college chairperson also has the pride of place on the ethics committee as the joint convener and works to ensure ethics is inculcated in the use of IT resources and conduct of cultural activities. Apart from this there is active involvement of students in various frontiers of the institution to ensure hands on approach and participation in the pursuit of academic excellence.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

454

5.4.3 – Alumni contribution during the year (in Rupees) :

45400

5.4.4 – Meetings/activities organized by Alumni Association :

1.Alumni Meet 2.Alumni Exhibition 3.Dance competition 4.Alumni Lecture Series

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution has a mechanism for delegating authority and providing operational autonomy to all functionaries, on working towards decentralized governance system. The confluent approach of the management, principal and faculty develops and implements the quality policy and plans in order to uphold the mission, vision and core values of the college. Institution has a well-organized and experienced Managing Board consisting of the Patron, Manager, Principal, Vice- Principals, Bursar and academicians. They strive for the development of the college by envisaging a five year plan of action. The College Administrative council implements a well-defined and decentralized organizational setup to undertake the academic, administrative and financial policies of the college. The College Council meets periodically to review the internal affairs of the college and offers suggestions for improvement. The IQAC promotes and leads all the quality sustenance programmes. Infrastructural and planning committee makes recommendations and implements infrastructure development and maintenance and repair of utilities available. The College Council, College Administrative Council, IQAC and infrastructural and Planning Committee meet regularly in a democratic and transparent manner. Decentralization is earmarked for staff members and students to participate in

various programmes organized by the institution. Faculty members are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. Students are active participants in all college activities and student coordinators are appointed in all programmes undertaken by the college, to encourage and develop leadership skills among students. Office staffs are also involved in the execution of day-to-day support services for both students and faculties. Grievance redressal committee is functioning in the college to solve the problems of both students and staff through regular meetings and discussions. The NAAC peer team visit to Alphonsa College, Pala for the 4th cycle of re-accreditation scheduled to be on 21st and 22nd of March 2019 offered another participatory and decentralized management instance. College Managing Board, Administration council, College Council and IQAC took initiatives for the expected peer team visit. IQAC and NAAC coordinators constituted different committees for the successful utilization of human resources and developed strategies for proper coordination and conduct. For various schedules and programs conducted by the institution, plans were developed committees were formed with faculties sharing responsibilities and involving students and also coordinated with others for the proper implementation of the event. Office staff supported the strategies implemented by their cooperative involvement. The College Union was in charge of the cultural programmes. Members of Parent-Teacher Association, Alumnae Association and Quality circle were selected for interaction with the peer team. Former faculty members, student community, non-teaching, and support staff made their participatory involvement. This resulted in the successful culmination of the peer team visit raising the college to A grade.

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission to various academic programmes is carried out on merit basis under single window system, as per the rules and regulations of the university and the state government. Students are admitted through the online CAP process of University. Community and Management quota admission are conducted by the management following university guidelines. Admission process of the college is clearly outlined in college website and Handbook. Principal assisted by administrative staffs and faculties coordinators conduct the admission process in campus.
Industry Interaction / Collaboration	College has established linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc Functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. are initiated by IQAC.

	Clinical Nutrition and Dietetics Department established and maintain collaborations with many hospitals, nutrition institutions, pharmaceutical companies and food industries, hospitals health Clubs and dairy training centres. Collaborative programmes are conducted with TIES and VICIB.
Human Resource Management	A student being as a prime human resource, the college strives to develop the resource through variety of activities such as N.S.S., N.C.C., Social Cultural activities. Add- on and Certificate courses are conducted for the students to enable them to acquire additional knowledge and skills in different spheres of study. Alumni members are invited to share their knowledge experiences and providing valuable suggestions with the students. Opportunities are given to students to express their ideas through observation of days of significance. Council meetings are carried out monthly for assessing the various programmes conducted and to chalk- out other activities. Teaching staff are equipped through refresher courses, workshops, seminars etc.
Library, ICT and Physical Infrastructure / Instrumentation	ICT enabled teaching methods is practiced and Internet facilities are upgraded for increased academic purposes. Power point presentation is encouraged to conduct lecturs by faculty. Film versions of novels and dramas prescribed in the syllabus are shown to the PG English literature students. Smart rooms are used for showing movies related to the syllabus. Departmental library with many books in the relevant subjects, well- equipped laboratory in science subjects, up gradation of computational facilities of departments and introduction of new instruments in the laboratory enabled learning more efficient. The college has implemented Hybrid Solution of LMS with Campus NET, ERP for complementing ICT based teaching. All information related to the library are communicated to its readers through college website. All departments are provided with computer, internet, smart classrooms and printer. Language Lab of English communicative teaching is renovated and functioning.

Research and Development	Teachers are kept updated about available opportunities for research projects. Ph.D Programmes, Major and Minor Projects, research publications and research guidance are undertaken by teachers. The faculty encourages students to do research oriented projects. In order to improve research aptitude in students, information about various research centres in India are also given to the students. They are given opportunities to do their projects in various research institutes, thereby helping them to develop an orientation towards research. As a part of this, students visited research centres such as CMFRI (Central Marine Fisheries Research Institute) Tuticorin, CMFRI Mandapam, TIES (Tropical Institute of Ecological Sciences), Department of Chemical Sciences , M.G University, IIST Trivandrum and other colleges. Students participated in Summer schools and Field cum lab study programmes. Seminars, conferences and workshops are conducted in college to introduce and pave path to the students in research and advancement in different fields. Teachers are also encouraged to attend seminars and presented papers and publish in journals.
Examination and Evaluation	Semester wise internal examinations, model examinations and class tests are regularly conducted and evaluated. Surprise tests, open book tests, spot tests and problem solving sessions are also conducted. Answer books, after evaluation, are returned to each student, explaining mistakes and with suggestions for improvement. Their progress reports helps in communicating their performance and development to the parents/ guardians. The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings. After the internal exam and valuation, PTA meetings are conducted to assists the teaching – learning process.
Teaching and Learning	Curriculum based teaching, giving equal importance to blackboard and ICT enabled teaching is practiced by the faculty of all Departments. Students are motivated in the field of study through group discussions, assignments,

	seminars, debates, symposia, quiz, role plays, study trips, field visits and viva-voce. Besides, different projects are given to final year Degree and PG students. Peer group teaching and cross teaching are also conducted for students. Remedial classes are conducted to help the slow learners to improve their academic performance. The academic and career prospects of the advanced learners are augmented through peer teaching and interactive sessions. Study materials and financial assistance are provided to financially weak students. Language lab helps in improving the communication skill of the students by using software. IQAC gather feedback on the performance of teachers from students in a structured questionnaire which includes components on innovative teaching practices adopted by the faculty. Teachers are encouraged to attended refresher courses and orientation programmes to improve the quality of teaching.
Curriculum Development	Curriculum is designed and implemented by the University. Faculty members actively participate in the workshops conducted by the University for the revision and restructuring of curriculum for UG and PG syllabus. As the College follows the Syllabus and Curriculum of M.G University, there is little scope of internal curricular designing. Each department has its own academic calendar to follow and complete the syllabus mandatorily. The Choice Based Credit Semester System followed presently in the college facilitates horizontal movement, enabling students to make their choice. This facility enables students to choose the courses of their interest and for future development. Teachers are also members of PG and UG Board of Studies in M G University and in various autonomous colleges.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	College has its Enterprise Resource Planning software CAMPUS NET, ERP to facilitate the different operations from 2013 onwards. This is a cloud based ERP with in-house web server. This is a comprehensive one and is used in managing admission of students, fees

	collection, accounts management, library resources, student support and facilitation. It assists in planning and managing and provides all the required data under a single platform necessary for the college functioning.
Administration	College has its Enterprise Resource Planning software CAMPUS NET, ERP to facilitate the different operations from 2013 onwards. This is a cloud based ERP with in-house web server. This is a comprehensive one and is used in managing admission of students, fees collection, accounts management, library resources, student support and facilitation. It assists in planning and managing and provides all the required data under a single platform necessary for the college functioning.
Finance and Accounts	College has its Enterprise Resource Planning software CAMPUS NET, ERP to facilitate the different operations from 2013 onwards. This is a cloud based ERP with in-house web server. This is a comprehensive one and is used in managing admission of students, fees collection, accounts management, library resources, student support and facilitation. It assists in planning and managing and provides all the required data under a single platform necessary for the college functioning.
Student Admission and Support	College has its Enterprise Resource Planning software CAMPUS NET, ERP to facilitate the different operations from 2013 onwards. This is a cloud based ERP with in-house web server. This is a comprehensive one and is used in managing admission of students, fees collection, accounts management, library resources, student support and facilitation. It assists in planning and managing and provides all the required data under a single platform necessary for the college functioning.
Examination	College has its Enterprise Resource Planning software CAMPUS NET, ERP to facilitate the different operations from 2013 onwards. This is a cloud based ERP with in-house web server. This is a comprehensive one and is used in managing admission of students, fees collection, accounts management, library resources, student support and facilitation. It assists in planning and managing and provides all the

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr .Sr.Minimol Mathew	One day National seminar on Christian Folk Lore, organised by the Dept of Malayalam Assumption college Changanaserry , on 13th September 2018.	Nil	1200
2019	Dr .Sr.Minimol Mathew	Two day National seminar on Kathayudae Varthamanam organised by the P G Dept of Malayalam Devamatha college, Kuravilangadu in collaboration with M G university Nidhirickal Manikathanar Foundation held at Devamatha college, Kuravilangadu from 04	Nil	300
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Seminar	NA			86	Nill

| | | | 30/06/2018 | 30/06/2018 | | | |

on "An Int roduction to the nature and scope of I ntellectua l Property Rights" for all faculty members.							
2018	Seminar for Faculty members by Adv.Biju P arayanilam , Global President AKCC on the importance of quality education in colleges.	NA	04/07/2018	04/07/2018		80	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Science Academies' Refresher Course on Quantum Mechanics for Nuclear and Particle Physics, BCM College, Kottayam	1	01/12/2018	15/12/2018	15
Refresher course	2	17/05/2018	13/06/2018	28
Science Academies Refresher Course on Fundamentals and applications of Chemistry in material and	1	02/01/2019	17/01/2019	16

biological science-Recent trend (Surendranath College Kolkata				
Science Academies' Refresher Course in Statistical Mechanics, Bishop Moore College, Mavelikkara.	4	02/05/2019	16/05/2019	15
Two Week Workshop on Research Methodology, Mahatma Gandhi University	3	03/12/2018	17/12/2018	15
UGC Sponsored Orientation Programme1	1	11/07/2018	07/08/2018	28
Orientation Programme	1	18/05/2018	14/06/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	42	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Deposits and loan facilities through Staff Cooperative Society, Wi-Fi connectivity, Encouragement for major and minor research projects, Faculty enhancement programs	Deposits and loan facilities through Staff Cooperative Society , Preference to the children of non-teaching staff for admission to various courses, Support to learn two wheeler driving, Subsidized uniform for security guards, Assistance for pursuing higher studies, Financial support for construction and maintenance of houses and medical expenses, Support to children of non teaching staff who are economically backward	Ramp and Lift for physically disabled students, Financial support to economically backward students, Noon meal programme, Karunya benevolent fund, Counselling Centre, MoU with Pala municipality-synthetic track for students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit In Alphonsa College Pala, accounts are prepared with the help of software designed by Info weavers, Kottayam. The internal financial audit is carried out by a finance committee which includes senior faculty members and Office superintendent. The internal financial audit by Management board takes place according to the instructions from an external registered auditor. The annual meeting of Managing Board, at the end of every financial year approves the budget estimates for the next year and analyses the actual expenditure incurred during the year under various heads. The auditing system in the college is done under two heads: Grants Fees Sanctioned by the Government/UGC and Management Account. . External Audit External financial audit is carried out by an external agency, appointed by the Managing Board and Government auditors from Deputy Directorate of Collegiate education, Government of Kerala. External Auditor – Managing Board appointed M/s A.S Shankar and associates as external auditors for the conduct of audit of accounts. The external auditor verifies all the vouchers with reference to the cashbook and prepares the balance sheet. No major audit objections are found during the last five years. Audit by Government An audit team from Deputy Director of Collegiate Education, Government of Kerala periodically visits the college and conducts audit of various funds that the college received from Central or state Government and Government agencies. After clarifying and correcting, hearing and setting the omissions or errors the audit report will be given. The last external / Government Audit was on 8th August2018 and there were no major audit objections.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
[View File](#)		

6.4.3 – Total corpus fund generated

704700

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Management Council	Yes	IQAC
Administrative	Yes	DD Office, AG Office, CA Office	Yes	Private Chartered Accountant

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Each department conducted Parent- Teacher- Student meetings after every termly / internal examination. This helps to understand the problems faced by the students that hinder them in studying. Departments hold regular meetings with Parents, to provide them feedback about the progress and shortfalls of their wards. Proficiency awards and Scholarships are given by the PTA which helps to generate a healthy competition among the students and inspire them to excel in

studies. Conducted Mother PTA (MPTA) and arranged talks to empower them. Financial support to necessary students is provided through PTA.

6.5.3 – Development programmes for support staff (at least three)

Loan facility, Training programmes, Allowances

6.5.4 – Post Accreditation initiative(s) (mention at least three)

New Cerificate courses added College canteen renovated Conducted Green audit Coducted Paryaptha and Women Entrepreneurship development programme to to promote self reliance in students Various seminars and workshops were organized for boosting the academic outlook of faculty and students in various aspects of arts and science

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Leadership-training programme for women	08/06/2018	08/06/2018	40	0
Awareness programme on Cyber Crimes against Women and the legal steps to be taken	11/06/2018	11/06/2018	1100	0
Legal awareness class for women	31/10/2018	31/10/2018	1700	0
Seminar on Adolescent health and hygiene.	18/01/2019	18/01/2019	200	0
Women self	02/02/2019	03/02/2019	100	0

defence training programme				
International Women's day Celebrations	06/03/2019	06/03/2019	1700	0
Elocution competition on the topic Gender and religion	07/03/2019	07/12/2019	8	0
Debate on "gender equality"	07/03/2018	07/03/2018	16	0
Mime Competition on gender equality	08/03/2019	08/03/2019	28	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Out of the total annual power requirement of 7552 KWH in the institution, 1440 KWH power is generated by renewable energy sources. It constitute about 19.07 of the total energy requirements .Out of the total 15114kw/hr of light energy requirements,1652.4kw/hr is met with LED bulbs. As a part of imparting environmental consciousness among students, a survey of medicinal plants of the campus was conducted by the department of botany. B.Voc fashion technology department conducted eco-friendly craft documentation as per the curriculum and our students made garments with the eco-friendly material. The NSS unit has distributed vegetable seeds among the houses in Pala municipality as an initiative towards promoting sustainable farming. For orienting students towards farming practices,vegetables such as cabbage, cauli flower, lettuce, tomato, green chilly etc are cultivated through bio farming in the college campus. As a part of promoting an ecofriendly way of life and reducing the use of plastics, department of Zoology distributed paper pen and paper file and conducted a workshop for the manufacturing of paper pens and files.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	6
Ramp/Rails	Yes	6
Physical facilities	Yes	6
Rest Rooms	Yes	6
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Alphonsa College Pala Handbook and calendar	28/05/2018	Code of conduct for the students is printed and given to students.During the orientation programme conducted in the beginning of the academic year,newly admiited students are given an induction into the values expected from an Alphonsian.
code of Professional ethics	28/05/2018	Code of Professional ethics is followed in the institution by all the faculty

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Base line household survey	17/01/2019	18/01/2019	80
National seminar on Role of environmental management in sustainable development of Kerala and Kerala economy	08/08/2018	09/08/2018	400
Yoga Day	21/06/2018	21/06/2018	400
Value education class-UN centre Austria	10/07/2018	10/07/2018	200
Nature Education Camp at Shendurney Wildlife Sanctuary	01/02/2019	02/02/2019	50
Observance of Environmental Day	05/06/2018	05/06/2018	30
Observance of Independence Day	15/08/2018	15/08/2018	35
Observance of ConstitutionalDay	26/11/2018	26/11/2018	150
Observance of Human Rights Day	10/12/2018	10/12/2018	35

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- The college has a green campus with several mini gardens having a wealth of 286 trees belonging to 43 species. Conscious efforts are taken to protect sustain the natural ecosystem. • We have a plastic free campus. Students and teachers are encouraged to use steel lunch boxes and natural packing materials. • ASAP organizes bicycle training for all interested students. • Department of Botany maintains a botanical garden in which a variety of medicinal plants are grown. A butterfly garden is maintained by the department of zoology. • A herbal garden' Alum Dunia' is nurtured by the CND department. • Cloth bags have been designed and sold. • Birds club functions in the campus and a variety of fruit trees are planted and protected to provide a suitable hub for birds. • Distribution of saplings on world environment day.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. ECOLOGICAL SENSITIZATION 2. Goal – In allmost all cultures women are equated with nature. In its endeavour to mould the perfect woman, Alphonsa College lays stress on instilling in its youth environmental consciousness thereby promoting sustainable lifestyle. 3. The Context – The Programme has evolved in tune with the institutional values. The college seeks to do its share in addressing contemporary issues. 4. The Practice – The Green Protocol is in practice on campus. The college seeks to reduce waste at the source. This helps tackle the issue of waste management on campus. The campus is a Plastic Free Campus.Several programmes are held on the campus as zero waste initiatives. In several such events plastic carry bags, disposable cups and plates, tissue papers are banned. Online submission of assignments has substituted the use of papers. Conscious efforts were taken to use only environment friendly products in exhibitions and other events. Cloth banners have replaced Flex banners for all programmes on campus Cloth bags were designed and sold by Centre for Gandhian Studies and department of Zoology to promote use of eco-friendly bags.As a part of live with nature programme Zoology department organized training for making cloth bags at CRSS Pala, on 11-08- 2018. Twenty five students from various departments were participated in the programme Biodegradable waste is disposed in an ecofriendly manner. . The NSS unit of thecollege has distributed vegetable seeds among the houses in Pala municipality. Also, a One Day State Level seminar on Causes, Effects and Solutions of Plastic Pollution was organized on 20th June 2018 with the support of KSCSTE. Students and teachers actively participate in the campus cleaning programme . Paryaptha (a one day sale cum exhibition of handmade items) was organised as a Zero waste initiative. ASAP organises bicycle training for all interested students. Majority of students and staff make use of public transport for their daily travel. Go Green and Save Menachil are initiatives undertaken by he students of the college. The students also conducted Dragonfly survey and prepared People Biodiversity Register. They are also encouraged to identify the plant and animal species seen in the campus. They have already identified a good number of Spiders, birds, butterflies and birds. Eco friendly orientation is consciously cultivated among students by organizing various awareness programmes and competitions. Environmentally significant days are observed on campus. 5. Evidence of success – The positive response of the college community towards such programmes is a proof of its success. Also, the programmes have succeeded in creating a change in attitude among students, which is evident in their active participation. Appreciating the contribution to community development, NSS unit of the college was awarded with the Best NSS Programme Officer award in the year 2013 and 2014. In 2017 the unit was awarded with Jaivam Merit award by the university as a recognition of the initiative put forth by the unit in promoting the need and methodology of organic farming. The Centre for Gandhian Studies of the college was selected as the model centre by Gandhi Research Foundation in the academic year 2013-14. The award was an

appreciation of the initiatives taken by the Centre in propagating Gandhian values, ecological concern and a sense of social responsibility. 6. Problems encountered and resources required- The time available is limited in a semester system. Thus, it is difficult to organise programmes alongside the curricular schedule. Also, the change in attitude takes a longer time. II. Excellence in Physical Education 2. Goal – It aims to provide the students with quality education with strong footing on physical, intellectual and skill development The Context - This programme is in line with the college's vision to mould the perfect woman through noble planning. 4. The Practice – Since education is the all round drawing of the best in the child's mind, body and spirit Alphonsa college offers its students facilities for intellectual, physical and social development. Along with regular academic programmers, the college follows a pre-meditated pattern for physical training also. The college conducts rigorous training for students throughout the year. The training takes place across three venues namely the college campus Municipal Stadium, Pala and Sports Complex at St Thomas College, Pala. The college campus has the following training facilities, namely, Indoor Court for basketball, Standard Gymnasium, Sports Practice Ground, Long Jump Pit. The college has established an agreement with Municipal Stadium, Pala which offers state of the art facilities. The students are trained on the synthetic track which is of international standards. The students are trained in swimming at the Sports Complex at St Thomas College, Pala which offers swimming facilities of international standards. There is a special Summer Coaching Camp for students in volleyball, basketball, athletics and swimming during the months of April and May. Students of other institutions are also accommodated into the coaching camps for the college envisions not only young and energetic Alphonsians, on an extended frame, A Young India. There is also a sports hostel that provides free accommodation for the sports students. The government funding is inadequate to meet the expenses of all the students. Hence, the institution offers financial support to around 40 sports students. Also, every year the PTA gives special prizes to the medal winners in the state, national and international events. The college offers opportunity to participate in competitions right from district level to the international level. The winners at national and inter-university competitions are encouraged to apply for scholarships. Around 15 students get the University Sports Merit Award annually. 5. Evidence of success – the Alumnai bear testimony to the catholic education the college provides. Alphonsians have marked their presence in allmost all fields of society including Olympics, Civil Services and Public administration, medical and teaching field, film and playback singing. The college team emerged as university champions/runners up in the university athletics, Cross country, Kho-Kho, swimming, Power lifting, Volleyball, Taekwondo, Hand Ball, Judo, Cricket and weightlifting championships. 102 sports students of our college participated in various national level competitions, 140 in Inter University championships , 448 in University championships and 403 in State championships during the last five years. Ms. Rama Rajeshwary IPS, Dr. B Sandhya IPS, Ms. Annice Joseph IRS, Ms. Asha James IAS, Ms. Honey CH ISS, Ms. Sunitha Jacob ISS, Nehru award winner Dr. Shoji Joseph, Ms. Sinju Prakash, Ms. N.S Simi, Common Wealth participants Ms. Jinu Jose and Ms. Soumya C, are yhe list of luminous alumnies of the college. 6. Problems encountered and resources required - The time available is limited in a semester system. It is a challenge to manage both sports and academics. The schedule of the University exams clash with sports competitions is a major challenge.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.alphonsacollege.in/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Quality Education Alphonsa College with its motto "Lighted For Life" aims to create self reliant and liberated young women, with traditional cultural values and moral integrity, who will be agents of social transformation in their families and society. Established in the year 1964, with the vision to fashion the perfect woman through noble planning, the college provides higher education exclusively for women enabling them to address the social disparities they face. The day to day affairs of the institution is designed in such a way to equip its students with deep knowledge and globally accepted skills. Pre-meditated curriculum lays its focus on inculcating values of self respect, tolerance, discipline, hard work and patriotism. The institution promotes that sort of learning which will contribute to the all round development of the individual by enabling its students to become self reliant. The college puts it prime focus on the intellectual, physical, social and spiritual wellbeing of the students, to mould them as intellectually responsible, socially committed, morally upright and spiritually animated. The academic results of the college have proved that it is one of the centres of excellence in Kerala. The results show consistency over the years. The number of A grades and ranks is well above the University average every year. The college follows well designed plan for teaching. Peer teaching and cross-teaching programmes are adopted to promote rigorous learning. Video lectures, Movies and dramas based on syllabus are given to get a visual impact to the leaner. Departments are equipped with LCD projectors. There is regular Power Point Presentation of seminars by students. Syllabus based debates, quiz, and group discussions are conducted regularly. As part of building up vocabulary 'A Word a Day' scheme is in practice for the final year literature students to learn the meaning, pronunciation and usage of a new word each day. Interactive Sessions, Group study, Group discussions etc are conducted to encourage learning. Adequate support is provided for the average and below average students to scale academic heights. Special classes are conducted for slow learners. Meritorious students, minorities and economically backward students are encouraged with cash awards and scholarships. Regular and periodic counselling, remedial classes, tutorial, mentoring, career guidance etc are provided. National seminars, invited talks, programmes such as 'Walk With a Scholar' (WWS) and 'Scholar Support Programmes' (SSP) are provided for the students to excel in their academics. Add on and Certificate courses are conducted for the students to enable them to acquire additional knowledge and skills in different spheres of study. College library is partially automated and well equipped with a collection of 25779 text books, 15097 reference books and more than 50 journals. INFLIBNET facility with large number of e-journals and e-books is open for students and teachers Alphonsa has always been a high flyer in the field of sports. Regular sport training is given to students of the college and also to students from other educational institutions. The institution provides its students facilities such us gymnasium, swimming pool andbasket ball court.

Provide the weblink of the institution
https://www.alphonsacollege.in/

8.Future Plans of Actions for Next Academic Year

• To offer new certificate courses • To Initiate the process to commence Research Centres in the Departments of Zoology and Politics. • To organise seminars and workshops for boosting the academic outlook of faculty and students in various aspects of arts and science. • To encourage and train Faculty to adopt ICT enabled innovative teaching and evaluation methods and for e- content development. • To augment facilities for the development of e contents. • To conduct Faculty Development programmes. • To employ career guidance and placement

measures for final year students. • To organize External and Internal Academic Audits. • To arrange Educational Trips, Excursions, Industry Visits etc. for 'Experiential Learning.' • To execute various gender sensitization and social awareness programs. • Conduct environmental audit as a regular practice and implementation of green protocol. • To conduct Skill Development programmes for students • To Observe various days to promote institutional values and social responsibility among students • To conduct Orientation and Value education Programmes • To conduct Bridge course and orientation programmes for First year UG students • To conduct various extra-curricular activities • To felicitate the achievers • To Conduct programmes to promote self-reliance in students • To start new MOUs and Linkages • To set up a cloud based system for IQAC for the documentation of institutional activities. • More number of capability enhancement schemes and programmes to be introduced by departments. • To conduct Social extension activities in the nearby villages by Unnat Bharat Abhiyan. • To encourage the faculty to apply and obtain awards, recognitions and fellowships from recognized institutions. • To encourage the faculty to register for Ph. D and to pursue research. • To start online feedback system for students and other stakeholders.