

**ALPHONSA COLLEGE PALA
ARUNAPURAM P.O.
INTERNAL QUALITY ASSURANCE CELL
ACTION TAKEN REPORT 2020-21**

1st June 2020 (M1)

- Academic calendar 20-21 was created and published.
- Set up the G Suite for education successfully for the institution and users were added.
- Hands on training on the use of G Suite were given to the faculty.
- Faculty members were trained to create google classroom, invite students, add materials, to conduct live classes via Google meet, to grade assignment and quizzes, create google forms and videos using screencast-O-matic, Microsoft PowerPoint presentation, OBS studio etc
- Training was given to students on online learning techniques at the department level.
- Online classes were handled using Google meet and google classroom for all the programs from 2-6-2020 onwards.
- Feedback was obtained from students and faculty for the effectiveness of online classes and the difficulties faced.
- Newsletter 19-20 published.
- Various departments conducted online competitions and seminars as a part of World Environment Day.
- Webinars were conducted by all the departments during the year.
- AQAR 19-20 prepared and submitted before the Managing Board.
- Applied for UGC NSQF courses. All the courses were sanctioned by UGC.
- Applied for PG courses- MA Economics and MSc Mathematics- in self financing stream. The application was rejected as University is not sanctioning new courses to aided colleges.
- Applied for new generation programs- MA Econometrics and M.Sc Psychology in aided stream. Government sanctioned MA Econometrics.

8th September 2020 (M2)

- A webinar on National Education Policy 2020 was conducted by IQAC and UBA Cell.



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- Alphonsa College Pala subscribed IIT- Spoken Tutorial programme for one year and conducted various certificate courses.
- Faculty Development programme on MOODLE was conducted with IIT BOMBAY SPOKEN TUTORIAL PROGRAMME.
- Alphonsa College Pala collaborated with St. Stephen's College Uzhavoor and Health Infonet and provided health literacy webinars for students and faculty.
- 5 day Induction programme was conducted for IDC and I PG students.
- Bridge course was conducted for I Year students by all the departments.
- A Civil Service Orientation programme was conducted for interested students in collaboration with Civil Service Institute Pala and St. Thomas College Pala. Mr. Nidhin Raj IAS served as the resources person.
- Class wise PTA Meetings and Tutorial and mentoring programs were conducted by all the departments via Google meet.

29th December 2020 (M3)

- An international e- conference was conducted in association with National Science Day. Dr. Sr. Jilly James convened the conference.
- Data submitted for NIRF 2021.
- An Institution Innovation Council was established.
- Regular classes were started on January 4, 2021. College has made all the precautions and necessary arrangements for safe conduct of classes with social distancing, sanitization etc. Students were given strict orders and awareness to keep social distancing, to wear mask properly, sanitize frequently, avoid sharing food etc. Classes conducted successfully till March 31.
- An MoU was signed with Marsleeva Medicity Pala.
- Newly sanctioned courses, MA Econometrics and NSQF Certificate courses were inaugurated on January 4, 2021.
- Principal reconstituted Equal Opportunity Cell and appointed Ms.Rubymol Philip and Ms. Smitha Clary Joseph as the new coordinators.



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- An Internal Committee comprising teachers, staff, students and parents for taking care of day to day needs of differently-abled persons as well as for implementation of the schemes was formed with the following members.

Chairperson : Dr. Sr.Gigimol MG, Principal
Vice Chairperson : Dr. Fr. Jose Joseph
Coordinators : Smt. Rubymol Philip, Dept. of Political Science
Smt. Smitha Clary Joseph, Department of Economics
Members : Ms. Beenamma Francis (Superintendent)
Mrs. Dalia Zacharias (PTA Representative)
Ms.Aneesha Mary John (College Union Chairperson)
Ms,Anusree Asokan, I DC Economics (Student Representative)

1st March 2021 (M4)

- Academic and administrative audit was conducted on March 22-25, 2021.
- De Q portal was updated by all departments, teachers and clubs.
- Feedback on curriculum was collected and analysed.
- Online students Satisfaction Survey was Conducted.
- Performance Appraisal Reports of the faculty were collected.
- Data for AISHE survey 20-21 was collected.
- Department of Economics Conducted a 3 day workshop on entrepreneurship.
- A National Level E- workshop on fundamentals of econometrics and research design of 15 hours was organized by the Department of Economics.
- Action plan for 20-21 was prepared by all the departments and clubs.
- IQAC Action plan 20-21 was prepared.
- Financial audit 20-21 is scheduled on June 30.


Dr. Dani Mathew M
IQAC Coordinator




PRINCIPAL
ALPHONSA COLLEGE
PALA
Dr. Sr. Regeenamma Joseph
Principal