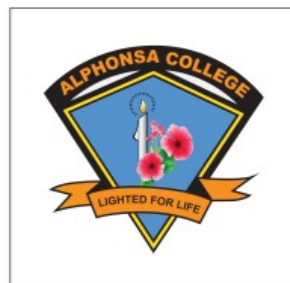# ALPHONSA COLLEGE PALA

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report 2022-23

02 June, 2022 (M1)

- Academic and Internal exam calendar for the academic year 2022-23 was prepared and published
- Academic and Administrative Audit reports for 2021-22 prepared and feedback given to departments and clubs
- Participated in Kerala State Higher Education Survey
- College Website made accessible to differently abled persons and provided weblink to the new Library management software
- Register kept for Alumni contribution
- Signed MoU for chemical waste disposal and plastic collection
- IT- based skill courses through AICS
- New subject related add-on courses started
- College applied for DBT-STAR College Scheme
- Established Innovation Council and Incubation centre in the college. Two student projects submitted for YIP programme and one of them won the First Prize in District level
- Departments and Clubs conducted programmes as part of World Environment Day, International Day of Yoga and Anti-drug awareness campaign

07 July, 2022 (M2)

- Maintenance work of various facilities and equipments were undertaken and completed
- Proposal submitted for the CURIE -DST programme
- Orientation and workshops on Entrepreneurship Development was organised by the Department of Commerce in June 2022

10 August, 2022 (M3)

- Induction programmes, Bridge courses and SKAT exam conducted for the First year Degree students in the month of August

- Career club organised various programmes on career guidance and talks by industry experts
- Placement cell organised soft skills development workshops and coordinated internships and placement opportunities for students
- Departments collaborated with reputed institutions to conduct programs and internships

28 September, 2022 (M4)

- Energy, water and environment audit within the college premises conducted through departments and awareness programs were organised
- Participated in the Anti-Drug awareness programme initiated by the State Government within campus and around Pala Municipality.
- Department-wise Parent Teacher interaction conducted after the First internal exams for Second and Final year students
- Promotion and arrear processing expedited through Council intervention
- National Seminar organised by the Departments of Hindi and Malayalam on 27 September, 2022

10 October, 2022 (M5)

- Department-wise alumni meetings and programmes were organised
- Scholarship orientation program organised for First year UG/PG students on 13 October, 2022
- Conducted annual retreat for students and staffs during the month of October
- Training programmes for competitive examination was conducted by departments
- Workshop on Outcome Based Education conducted on 29 October, 2022
- Induction programme for the newly appointed teachers conducted on 15 October, 2022

10 November, 2022 (M6)

- Follow-up action of the OBE workshop through setting of question paper was initiated through IQAC and feedback by resource person was communicated
- Placement cell organised a training session for the Federal Bank placement drive
- Cross teaching conducted between students of the Departments of Botany-Zoology and Physics- Chemistry
- Ms. Jomol Varkey of the department of English participated in the Polblood presentation competition organised by the Kerala Police and won First prize
- IQAC meeting with College Manager initiated by College Administration Committee and discussed measures to improve the Quality of the Institution
- Training programme for administrative staff conducted on 08 November, 2022

12 December, 2022 (M7)

- Institution participated in the NIRF ranking process
- Data submitted to AISHE
- Software installed in the Language lab updated
- Collaborative workshops and lecture series conducted by the Department of History
- Mega job drive- Niyukthi 2022 was organised in collaboration with Kottayam District Employment Bureau

31 January, 2023 (M8)

- College Alumni meeting conducted on 26 January, 2022 with excellent participation
- Feasibility of Computer Lab modification studied by the staff of the Department of Computer Science, St. Joseph's College of Engineering, Choondachery, Pala and report given
- Rooms provided for Beauty therapy, gym and health centre within campus
- Open gym facilities provided for all in the campus

- NSS organised camp for students during X'mas holidays
- General body meeting of Parent- Teacher Association organised on 11 February, 2023
- Various orientation programmes on Physical and Mental well-being and Value Education conducted for students
- Centre for Gandhian Studies organised various orientation programs on Gandhi and values
- AQAR 2021-22 prepared and submitted
- Financial audit for the F.Y. 2021-22 conducted
- NAAC Criterion coordinators gave a presentation on the benchmarks achieved in each Quality Indicators after the submission of AQAR 2021-22

1 March, 2023 (M9)

- Various programmes were organised in association for International Women's Day celebration
- Sports Day, Merit Day, College Day conducted in the month of March
- Internal Academic Audit conducted by IQAC during 10-16 March, 2023 and feedback given to departments and clubs
- External Academic Audit conducted by Dr. Sony Kuriakose and Dr. Sunny Kuriakose on 18 March, 2023, analysed the findings and suggested improvements
- Action plan for the year 2023-24 prepared by Departments, clubs and IQAC
- College Newsletter 22-23 published
- Counselling facility provided to students
- Alfomine 2022 was published.
- Follow up workshop on OBE was conducted on 26 May, 2023
- Online Student Satisfaction Survey was conducted, feedback analysed and reported
- Feedback on Curriculum was conducted
- Performance appraisal report of faculty were collected

- National Seminars organised by the Departments of Mathematics, English, Political Science and jointly by Zoology and Botany
- Research Department of Zoology organised Workshop on Research Methodology for research scholars during March 2023
- Departments and clubs conducted orientation programmes on relevant quality issues
- College Management appointed a System administrator for the management and maintenance of IT infrastructure
- Number of research publications in UGC carelisted journals has increased.
- All faculty members registered in Google Scholar and Vidwan portals
- Fully fledged conference room made functional

Dr. Dani Mathew M

IQAC Coordinator

Dr. Shaji John

Principal

ALPHONSA COLLEGE

PALA