



ALPHONSA COLLEGE PALA

ARUNAPURAM P.O., PALA , KOTTAYAM (Dist.)
KERALA STATE, S .INDIA - 686574

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🌐 www.alphonsacollege.edu.in

Re-accredited (5th cycle) by NAAC with A+ Grade (CGPA 3.33)

DBT - STAR College, DST-FIST and DST- CURIE SUPPORTED

IQAC – INTERNAL AUDIT REPORT 2025-26 (Attribute-wise)

Attribute 1: Curriculum Delivery & Feedback System

- The feedback reports of all departments shall be shared and analyzed question-wise.
- Departments are required to submit the **analyzed feedback report by June 2026**.
- Each department should introduce a **minimum of one or two certificate courses annually** to enhance curriculum enrichment.
- Departments are encouraged to promote **Indian Knowledge System (IKS)** through:
 - Short-term courses
 - Book chapters and research publications
 - FDPs, workshops, and invited talks
 - Field visits and activity-based modules
- All documents uploaded must clearly demonstrate their **relevance to curriculum delivery**.

Attribute 2: Faculty Resources

- All faculty members, especially from the **self-financing wing**, must complete NEP training at the earliest.
- Upon completion, the institution can proceed with applying for the **NEP Compliance Certificate**.

Attribute 3: Infrastructure

- Departments should enhance the availability of **discipline-specific learning resources**, including software and e-resources.
- Efforts should be made to subscribe to **Virtual Laboratory facilities**.
- Facilities for **Divyangjan (Differently-Abled Students)** should be strengthened by incorporating:
 - Audiobooks
 - Screen readers (assistive software)
 - Braille learning materials



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Attribute 4: Financial Resources & Management (Income and expenditure)

- Keep vouchers and receipts for all departmental financial transactions; that will be provided.

Attribute 5: Teaching-Learning Process

Teaching Plan & Pedagogical Practices

- Teaching and Course Plans must integrate innovative pedagogical approaches such as:
 - Game-based learning
 - Technology-enabled learning
 - Problem-solving methods
 - Project-based learning
- Pedagogical methods should be clearly **mapped to specific topics** in the teaching plan.

Learning Management System

- Departments must prepare **Course Outcome (CO) Attainment Reports** based on:
 - University examination results
 - CO attainment charts (available in the Examination Office)
- Blended learning practices should be promoted by:
 - Using **YouTube channels** for teaching
 - Aligning uploaded content with teaching plans
- Departments are encouraged to continue adopting **diverse assessment strategies**.

Attribute 6: Extended Curricular Engagements

- Departments should promote **domain-oriented clubs** focusing on academic and professional skill development.
- Activities such as association inaugurations or freshers' programs will not be considered under this category.
- Extension activities under **UBA (Unnat Bharat Abhiyan)** should include:
 - Health and hygiene awareness
 - Medical and blood donation camps
 - Rural education initiatives
 - Promotion of village sports



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- Activities related to **NSS/NCC should not be included separately**, unless conducted in collaboration.
- All activities must include **GPS-tagged photographs** for documentation.

Attribute 7: Governance & Administration

- The **Annual Plan** should be aligned with the **Institutional Development Plan (IDP)**.
- Reports of job-oriented programs must include:
 - Brochure
 - Attendance sheets
 - Geo-tagged photographs
- Collaborations will be considered valid only if supported by **functional MoUs**.
- Staff meeting minutes must document:
 - Discussion of the annual plan
 - Review of implementation and outcomes

Attribute 8: Student Outcomes

- A **standardized Excel format** (provided by IQAC) shall be used for student enrollment records and verified annually.
- Proper documentation must be provided for:
 - Self-employment
 - Entrepreneurship (registration, GST, income proof, etc.)
- The **Internal Complaint Mechanism** should address general student issues and not examination-related grievances.
- At least **one Open House Meeting annually** must be conducted in the presence of management (Principal/Vice Principal/Bursar).
- Separate records must be maintained:
 - **8.5a** – Student achievements and awards
 - **8.5b** – Participation in competitive examinations

Attribute 9: Research and Innovation Outcomes

- Departments should increase publications in **Scopus and Web of Science indexed journals**.
- Immediate attention is required for:
 - Startup initiatives
 - Intellectual Property Rights (IPR) activities
 - Consultancy services and training programs
- Research should be aligned with **Sustainable Development Goals (SDGs)**.



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Attribute 10: Sustainability Outcomes & Green Initiatives

- Departments should strengthen activities related to:
 - Water management
 - Waste management
 - Net Zero initiatives
- All programs must include clearly defined **measurable outcomes**.
- Impact assessment should be conducted using tools such as:
 - Pre- and post-event surveys (e.g., Google Forms)

IQAC Coordinator



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