

*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions**  
*(Revised in October 2013)*



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC

## VISION

*To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.*

## MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

## Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

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**in Accredited Institutions**

## **Introduction**

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

## **Objective**

***The primary aim of IQAC is***

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## Strategies

### ***IQAC shall evolve mechanisms and procedures for***

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

## Functions

### ***Some of the functions expected of the IQAC are:***

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

## **Benefits**

### ***IQAC will facilitate / contribute***

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

### **Composition of the IQAC**

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. A few senior administrative officers
3. Three to eight teachers
4. One member from the Management
5. One/two nominees from local society, Students and Alumni
6. One/two nominees from Employers /Industrialists/stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities. The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the

procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

### **The role of coordinator**

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

### **Operational Features of the IQAC**

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for “education” is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

### **Monitoring Mechanism**

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/ report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail ([capuaqar@gmail.com](mailto:capuaqar@gmail.com)). The file name needs to be submitted with Track ID of the institution and College Name. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC\_32\_A&A\_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

### **Mandatory Submission of AQAR by IQAC**

So far submission of AQARs was not a Mandatory requirement for Institutions applying to NAAC 2<sup>nd</sup> and subsequent cycles of Assessment and Accreditation (A&A). It has now been

decided by the Executive committee of NAAC that **regular submission of AQARs should be made mandatory for 2<sup>nd</sup> and subsequent cycles of accreditation.**

In view of the decision of **Executive Committee of NAAC** the following will be the pre-requisites for submission of LOI for all Higher Education Institutions (HEIs) opting for 2<sup>nd</sup> and subsequent cycles of A&A **with effect from 16<sup>th</sup> September 2016:**

- ➔ Having a functional IQAC.
- ➔ The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- ➔ Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- ➔ Upload the AQAR's on institutional website for access to all stakeholders.

### **The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

**Part – A****1. Details of the Institution**

1.1 Name of the Institution	LITTLE FLOWER COLLEGE GURUVAYOOR
1.2 Address Line 1	PUTHENPALLY P.O
Address Line 2	THRISSUR DISTRICT
City/Town	GURUVAYOOR
State	KERALA
Pin Code	680103
Institution e-mail address	lfcollegegvr@gmail.com
Contact Nos.	0487-2556957
Name of the Head of the Institution:	DR. SR. THRESIAMMA DOMINIC M
Tel. No. with STD Code:	0487-2555220
Mobile:	9995304936
Name of the IQAC Co-ordinator:	DR.THANUJA A MATHEW
Mobile:	9847638878
IQAC e-mail address:	lfcollegegvr@gmail.com
1.3 NAAC Track ID(For ex. MHCOGN 18879)	KLCOGN10105

**1.4 NAAC Executive Committee No. & Date:**

EC(SC)/05/RAR/095 dated MARCH 3 2015

*(For Example EC/32/A&A/143 dated 3-5-2004.**This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)***1.5 Website address:**

www.littleflowercollege.edu.in

**Web-link of the AQAR:**<http://www.littleflowercollege.edu.in/AQAR>**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	3 star		2000	2001-2006
2	2 <sup>nd</sup> Cycle	A 3.52	3.52	2015	2015-2020
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

**1.7 Date of Establishment of IQAC : DD/MM/YYYY**

07/06/2001

**1.8 AQAR for the year (for example 2010-11)**

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2010-11 SUBMITTED TO NAAC ON 20/10/2012
- ii. AQAR 2011-12 SUBMITTED TO NAAC ON 29/09/2012
- iii. AQAR 2012-13 SUBMITTED TO NAAC ON 21/11/2013
- iv. AQAR 2013-14 SUBMITTED TO NAAC ON 29/08/2014
- v. AQAR 2014-15 SUBMITTED TO NAAC ON 03-03-2016
- vi. AQAR 2015-16 SUBMITTED TO NAAC ON 19/02/2018
- vii. AQAR 2016-17 SUBMITTED TO NAAC ON 23/06/2018

## 1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

## 1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

BCA

1.12 Name of the Affiliating University (*for the Colleges*)

UNIVERSITY OF CALICUT

## 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NIL

University with Potential for Excellence	NIL	UGC-CPE	YES
DST Star Scheme	NIL	UGC-CE	NIL
UGC-Special Assistance Programme	B.Voc	DST-FIST	NIL
UGC-Innovative PG programmes	M.A. MULTIMEDIA	Any other ( <i>Specify</i> )	NIL
UGC-COP Programmes	NIL		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	8
	3
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	
2.4 No. of Management representatives	1
	1
2.5 No. of Alumni	
2. 6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	17
2.10 No. of IQAC meetings held	

2.11 No. of meetings with various stakeholders	6	Faculty	12
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Non-Teaching Staff & Students	2	Alumni	1	Others	2
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2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

Sl No	Theme
1.	Teacher Quality Enhancement Programmes
2.	Life Guidance, Personality enhancement and Soft Skill Management, Social Awareness and Proactive Measures on Health, Education
3.	Awareness on Human Rights and Drug Abuse
4.	Eco- Sensibility and Conservation of Bio diversity
5.	Dissemination of Research trends in the respective subject area
6.	Democratic Challenge on Youth dividend
7.	Swatch Bharath Activities
8.	Acknowledging Academic Merits of Faculty and Students
9.	Nurturing Blood Donation Camps
10.	‘Nirbhaya’ and Women Safety activities
11.	Quality assurance through continuous evaluation
12.	Social Commitment, Encourage Extension Programmes
13.	Women Empowerment and Sovereignty
14.	Assurance of Value Added Education
15.	Competitive Skill Development
16.	Waste and Resource Management Programmes
17.	Academic upgradation programmes
18.	Observance of social and cultural Icons of India
19.	Participation in National ranking Frame work
20.	To create opportunities to utilize the Expertise of the retired Faculty

## 2.14 Significant Activities and contributions made by IQAC

Sl.No	ACTIVITIES
1.	Participated in NIRF ranking and ranked in 150-200 Rank band under College Category
2.	Little Flower College was the only College in Kerala short listed to the Institutional Swachatha Ranking 2017
3.	The College is selected under “Study in India” Programme by MHRD, New Delhi to cater to the international students
4.	Adopted 5 village under Unnath Bharath Abhiyan scheme of the Central Government
5.	College Participated in the E –Content development for Value Education Programme
6.	Functioning of New Academic Blocks for Self financing courses
7.	New equipments were distributed to Departments and books to Library under CPE
8.	New bus stop started to function in front of the College with the financial aid of the MLA
9.	Professional help and other amenities were extended to OKHI victims of neighbouring fishermen villages
10.	Arranged Blind Orchestra to raise fund for the poor
11.	Organized Seminars/ workshops on Excellence though quality, Incubation of future research leaders and on new guidelines of NAAC
12.	Preparation of an academic calendar as per the proposed year plan of the various departments and assures its implementation
13.	Organized ICT Orientation Sessions
14.	Conducted survey on the quality assurance and took necessary steps to sustain harmonious functioning
15.	Conducted training on Competitive exams and personality development
16.	Research Paper Presentation by Faculty members.
17.	Updation of College Website
18.	Evaluation of teaching learning process at the end of every semester
19.	Renovation of Departments, Library and Administrative Block

20.	Maintenance of Smart Classrooms and Audio visual classrooms for better teaching-learning perspective
21.	Digital Data Filing and Transferring System
22.	Office and Library automation
23.	Effective 22*7 CCTV Surveillance
24.	Encouraged faculty and student paper presentation outside the college
25.	Supported conducting various Seminars and workshops both national and International
26.	Organized value added Programmes
27.	Published biannual Newsletter – Assisi Petals and College Magazine Assisi Blossom
28.	Conducted Annual SWOC analysis.
29.	Feedback of Teaching – Learning is collected and analyzed.
30.	Conducted periodic meetings with faculty for quality sustenance and Enhancement
31.	Conducted regular Internal and Model Examinations for academic excellence and gave suggestions to each department for academic progress
32.	Self defense training Classes
33.	Transformational Classes
34.	Mock Interview sessions
35.	Woman empowerment programmes

### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Sl. NO	Plan of Action	Achievements
1.	Inculcating Research Culture for sustaining Quality of education	Encouraged faculty and student paper presentation outside the College  Promoted Registration for Ph.D and supported the faculty in

		applying for FDP
2.	Encourage Research Aptitude in Campus	Research Paper Presentation by Faculty and students organized by various departments
3.	Support Major and Minor Projects among Faculty members	Availing of MRP's by faculty
4.	Assuring possibilities of employability and developing healthy competition among students	Conducted training on Competitive exams and career guidance seminars
5.	Soft skill development and Career Oriented Programmes to be organized	Organized Seminars on various career oriented and soft skill management system, personality development classes etc.
6.	Organizing National and International Seminars academic and research progress	Supported conducting various Seminars and workshops both national and international Level
7.	Developing Social Awareness and sense of responsibility among students	Classes on social awareness and commitment to be organized for promoting better citizenship Promoted activities like Flash mobs etc to poise socially relevant activities
8.	Programmes related to self sustainability and women emancipation	Driving classes, karate, yoga, computer courses, digital training etc. are organized regularly during week days.
9.	Clean and Eco friendly Campus	Activities conducted to bring in awareness about eco sustainability

		and clean surroundings, health and hygiene. Cleaning Campus and sorting of biodegradable & non biodegradable waste materials in respective bins
10.	Bridge Courses, Introductory Classes, Motivation Classes, Internal Examinations and Model Exams, peer team learning etc are organized systematically	Such programmes help in guiding the students towards academic excellence
11.	Life Guidance Programmes and Orientation Programmes	Guide the students towards being better humans.
12.	Regular Counseling and guidance instituted in the college for assuring healthy intellectual condition among students	Regular counseling is provided through tutorial classes and Counseling programmes
13.	Biodiversity conservation	Definite plots were allocated to students in Campus to make vegetable gardens

### Academic Calendar of the year attached as Annexure 1

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Sl.No	Action
1.	Unnath Bharath Abhiyan Activities at the adopted Villages
2.	Summer Internship of MHRD Programme by the students
3.	Regular Examinations conducted both internal and external for sustaining Academic quality
4.	Bridge Courses, Introductory Classes, peer group learning, tutorial classes and mentoring are organized for students.

5.	Support for the construction of new academic block for the self financing courses
6.	More Smart classes were introduced for better pedagogic realization
7.	Faculty paper presentations organized
8.	Students Research paper presentations conducted
9.	Encouragement to avail Major and Minor research projects
10.	Regular publication of two interdisciplinary research journals <b>Cognition</b> and <b>Investigare</b> for disciplines of Humanities and Science
11.	Support for the quantitative increase in seminar presentations and publications by faculty and students
12.	Increase in number of activities by Clubs and Association
13.	Encouragement in organizing both national and international seminars and workshops
14.	Conducting regular SWOC Analysis to gauge the needs of Faculty and Students
15.	Orientation for the regular filing of the data in digital format and uploading in website.
16.	Providing various types of endowments to support the needy students
17.	Proficiency awards for toppers in academics to nurture excellence
18.	Awards for co curricular and sports achievements of the students
19.	Job placement fairs and career guidance for students to attend campus recruitment programme, Seminars and workshops outside the campus

**Part – B**  
**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	9		6	5
UG	16		6	5
PG Diploma	-			
Advanced Diploma	1 (Television & Video Production)	-		
Diploma				
Certificate	2	2		
Others	6			
Interdisciplinary				
Innovative	5	-		
<b>Total</b>	39	2	12	10

~~Certificate Courses~~

1. Basics of Photoshop
2. Language and communication skill acquisition programme
3. Liquid Embroidery
4. Analytical Techniques

**Value added / Career Oriented programmes at UG & PG Level**

- 1.Value and Moral Education Programme
- 2.Life Guidance Programme
- 3.Annual Retreat
3. Tutorial Programme
4. Career Guidance Program
5. Entrepreneur Development Programme through EDP Club

**Others**

- 1.Interior Decoration
- 2.Karate
3. Yoga
4. Driving
- 5.NCC
- 6.NSS

**Innovative Programmes**

1. Language Lab
2. Gymnasium & Fitness Programme
3. Chenda & Band Classes
4. Audio Recording & Video Editing Suit
5. Documentary & Short films making Programme

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	B.A., B.Sc.,B.Com., B.C.A.,B.M.M. C., B.Voc., M.A., M.Sc., M. Com
Trimester	
Annual	

### UG PROGRAMMES

Sl. No	Programme	Core Course	Complementary Course I and II
1	B.A	English Language And Literature	British History and Journalism
		Economics	History and Politics
		History	Economics and Politics
		Functional English	Indian Writing in English & American Literature
		Malayalam	Sanskrit Kerala Studies
2	B.M.M.C	Multimedia & Mass Communication	Introduction to Computer Media law & Ethics Fundamentals of multimedia Introduction to Cinema
3	B.Sc.	Physics	Mathematics and Chemistry
		.Botany	Zoology and Chemistry
		Zoology	Botany & Chemistry
		Mathematics	Statistics and Physics
		Computer Science	Physics and Mathematics
		Chemistry	Physics and Mathematics
4	B.Com	Finance	Managerial Economics Marketing Management E Commerce Management Quantitative Techniques for Business
5	BCA	Computer Applications	Mathematics
6	B. Voc	Pharmaceutical Chemistry	NA
		Tourism & Hospitality Management	NA
7	M. A	English	

		Economics	
		Malayalam	
8	M..Sc	Mathematics	
		Botany	
		Chemistry	
		Zoology	
		Multimedia	
9	M. Com	Commerce	
Sl.No	Programme	Electives	
1	B.A English Language and Literature	World Classics in Translation	
2	B.A Economics	Health Economics	
3	B.A History	Archaeology Research Methodology	
4	B. A Functional English	N A	
5	B.A Malayalam	Media Studies	
6	B.M.M.C	NA	
7	B.Sc Botany	Biotechnology and Research Methodology	
8	B.Sc Zoology	Aquaculture , Animal Husbandry & Poultry Science	
9	B.Sc Mathematics	Graph Theory	
10	B.Sc Computer Science	Operating System	
11	B.Sc Chemistry	Analytical Chemistry	
12	B.Sc Physics (Self financing)	Computational Physics	
13	B.com(Self- Financing)	Indian Financial Reporting Standards Financial Management Financial Market & services Fundamentals of Investment	
14	B C A	Software testing & Quality Assurance	
15	Pharmaceutical Chemistry	NA	
16	Tourism & Hospitality Management	N A	

### PG Programmes

#### II. POST GRADUATE COURSES (Four Semesters)

SL · N O	PROGRAMME	SEMESTER	AREAS OF STUDY
1	MA English (Self-Financing)	I	<ul style="list-style-type: none"> <li>British literature from the age of Chaucer to the 18<sup>th</sup> century</li> <li>British literature : 19<sup>th</sup> century</li> <li>Shakespeare</li> <li>Writing for Media</li> </ul>
		II	<ul style="list-style-type: none"> <li>20<sup>th</sup> century Literature up to world war II</li> <li>Criticism and Theory</li> <li>American Literature</li> <li>European fiction in Translation</li> </ul>
		III	<ul style="list-style-type: none"> <li>20<sup>th</sup> century British Literature post 1940</li> <li>The English language and history and structure</li> <li>Post colonial fiction and Drama</li> <li>Malayalam Literature in Translation</li> </ul>
		IV	<ul style="list-style-type: none"> <li>Indian English Literature</li> <li>Dissertation/Project</li> <li>American Ethnic writing</li> <li>Linguistics</li> <li>Indian English Fiction</li> </ul>
2	M.A Malayalam	I	<ul style="list-style-type: none"> <li>Ancient and Medieval Literature</li> <li>Modern Literature I</li> <li>Kerala culture</li> </ul>

			<ul style="list-style-type: none"> <li>• Linguistics</li> </ul>
		II	<ul style="list-style-type: none"> <li>• Modern Literature II</li> <li>• Literary Theories</li> <li>• Media studies</li> <li>• Folklore and Performing art form of Kerala</li> </ul>
		III	<ul style="list-style-type: none"> <li>• Research Methodology</li> <li>• KunchanNambiar</li> <li>• Romantic Poetry</li> <li>• Sanskrit</li> </ul>
		IV	<ul style="list-style-type: none"> <li>• Grammar</li> <li>• Comparative Literature</li> <li>• Modern Poetry</li> <li>• Sanskrit(Drama ,Dramaturgy and Poetics)</li> </ul>
3	M.A Economics (Self-Financing)	I	<ul style="list-style-type: none"> <li>• Micro Economics Theory and Application</li> <li>• Macro Economics I</li> <li>• Indian Economy</li> <li>• Quantitative Techniques I</li> </ul>
		II	<ul style="list-style-type: none"> <li>• Micro Economics II</li> <li>• International Trade, Theory and policy</li> <li>• Macro Economics, Theory and policy II</li> <li>• Quantitative Techniques II</li> </ul>
		III	<ul style="list-style-type: none"> <li>• Indian Financial system</li> <li>• Growth and Development</li> <li>• Fiscal Economics</li> <li>• Econometrics</li> </ul>
		IV	<ul style="list-style-type: none"> <li>• Financial Market</li> <li>• Political Economy</li> <li>• Advanced Econometrics</li> <li>• Gender Econometrics</li> </ul>
4	M.A Multimedia	I	<ul style="list-style-type: none"> <li>• Comparative Study of Literature and Film</li> <li>• Digital Illustration and Typography</li> </ul>

			<ul style="list-style-type: none"> <li>• Print Media</li> <li>• Visual Communication</li> </ul>
		II	<ul style="list-style-type: none"> <li>• Drawing for Animation</li> <li>• Digital field making Techniques</li> <li>• Photography, Videography and Lighting</li> <li>• Mintage and Montage</li> </ul>
		III	<ul style="list-style-type: none"> <li>• New Media</li> <li>• Electronic Media and production</li> <li>• Modeling and Animation</li> <li>• Media Ethics and Law</li> <li>• Multimedia Authoring Tools</li> </ul>
		IV	<ul style="list-style-type: none"> <li>• Language of Film and Television</li> <li>• Advertising Media</li> <li>• Directional practice</li> <li>• Media Management and Media Research</li> <li>•</li> </ul>
5	M.Sc. Chemistry (Self-Financing)	I	<ul style="list-style-type: none"> <li>• Theoretical Chemistry I</li> <li>• Inorganic Chemistry I</li> <li>• Organic Chemistry I</li> <li>• Inorganic Chemistry Practical I</li> <li>• Organic Chemistry Practical I</li> <li>• Physical Chemistry practical I</li> </ul>
		II	<ul style="list-style-type: none"> <li>• Theoretical Chemistry II</li> <li>• Physical Chemistry I</li> <li>• Organic Chemistry II</li> <li>• Inorganic Chemistry –Practical I</li> <li>• Organic Chemistry Practical I</li> <li>• Physical Chemistry – Practical I</li> </ul>
		III	<ul style="list-style-type: none"> <li>• Physical Chemistry II</li> <li>• Inorganic Chemistry II</li> <li>• Inorganic Chemistry – Practical II</li> <li>• Organic Chemistry – Practical II</li> </ul>

			<ul style="list-style-type: none"> <li>Physical Chemistry – Practical II</li> </ul> <b>Electives</b> <ul style="list-style-type: none"> <li>Synthetic Organic Chemistry</li> </ul>
		IV	<ul style="list-style-type: none"> <li>Advanced Topics in Chemistry</li> <li>Inorganic Chemistry – Practical II</li> <li>Organic Chemistry – Practical II</li> <li>Physical Chemistry – Practical II</li> <li>Research Project</li> </ul> <b>Electives</b> <ul style="list-style-type: none"> <li>Instrumental Methods of Analysis</li> <li>Bioinorganic and Organic Metallic Chemistry</li> </ul>
6	M.Sc. Mathematics	I	<ul style="list-style-type: none"> <li>Algebra I</li> <li>Linear Algebra</li> <li>Real Analysis I</li> <li>ODE and Calculus of Variation</li> <li>Discrete Mathematics</li> </ul>
		II	<ul style="list-style-type: none"> <li>Algebra II</li> <li>Real Analysis II</li> <li>Topology I</li> <li>PDE and Integral Equations</li> <li>Number Theory</li> </ul>
		III	<ul style="list-style-type: none"> <li>Complex Analysis</li> <li>Functional Analysis I</li> <li>Topology II</li> <li>Linear programming and its Application</li> <li>Project</li> </ul>
		IV	<ul style="list-style-type: none"> <li>Functional Analysis II</li> <li>Differential Geometry</li> <li>Algebraic Number Theory</li> <li>Measure and Integration</li> <li>Project</li> </ul>
7	M.Sc Botany	I	<ul style="list-style-type: none"> <li>Phycology, Bryology, pteridology &amp; Gymnosper</li> </ul>

			<p>ms , Mycology, Lichenology, MicroBiology &amp; Plant Pathology</p> <ul style="list-style-type: none"> <li>• Angiosperm Anatomy, Embryology/ Palynology &amp; Laboratory techniques</li> </ul>
		II	<ul style="list-style-type: none"> <li>• Cell Biology, Molecular Biology &amp; Biophysics</li> <li>• Cytogenetics, Genetics, Biostatistics, Plant Breeding &amp; Evolution</li> <li>• Plant Ecology, Conservation Biology, Phytogeography &amp; Forest Botany</li> </ul>
		III	<ul style="list-style-type: none"> <li>• Plant Physiology, Metabolism &amp; Biochemistry Angiosperm Morphology, Taxonomy &amp; Plant Resources, Biotechnology &amp; Bio informatics</li> </ul>
		IV	<ul style="list-style-type: none"> <li>• Elective I- Plant Tissue Culture</li> <li>• Project work</li> </ul>
8	M.Sc. Zoology	I	Biochemistry, Biophysics & Biostatistics
		II	<p>Physiology</p> <p>Ecology &amp; Ethology</p> <p>Developmental Biology &amp; Endocrinology</p>
		III	<p>Cell &amp; Molecular Biology</p> <p>Fishery Biology I Taxonomy, Biology, Physiology &amp; Ecology, Fishery Biology II</p> <p>Capture &amp; Culture Fisheries</p>
		IV	<p>Immunology</p> <p>Micro Biology &amp; Biotechnology</p> <p>Fishery Biology III ,Harvesting, post harvesting technology &amp; Marketing</p> <p>Project work</p>
9	M.Com.	I	<ul style="list-style-type: none"> <li>• Business Environment</li> <li>• Quantitative Techniques</li> <li>• Accounting for Managerial Decisions</li> <li>• Management Information Systems</li> </ul>

			<ul style="list-style-type: none"> <li>• Organizational theory and Behavior</li> </ul>
		II	<ul style="list-style-type: none"> <li>• International Business</li> <li>• Advanced corporate Accounting</li> <li>• IT Applications in commerce</li> <li>• Operations Research</li> <li>• Strategic Management</li> </ul>
		III	<ul style="list-style-type: none"> <li>• Financial Management</li> <li>• Research Methodology for Commerce</li> <li>• Income Tax Law and practice</li> <li>• Advanced Cost Accounting</li> <li>• Project Work</li> </ul>
		IV	<ul style="list-style-type: none"> <li>• Financial Markets and Institutions</li> <li>• Security Analysis and Portfolio Management</li> <li>• Strategic Financial Management</li> <li>• Financial Derivatives</li> <li>• Project Report and Viva Voce</li> </ul>

1.3 Feedback from stakeholders\* Alumni ☒ Parents ☒ Employers ☒ Students ☒  
*(On all aspects)*

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐  
*SWOT analysis is attached*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

BCA & B.Com syllabi have been revised from 2017 onwards and there are some papers changed during this revision.

**Updated syllabi of BCA:**

BCA1B01 Fundamentals & HTML

BCA2B02 Problem Solving using C

BCA3C06 Theory of Computation

BCA4C08 Computer Graphics

**Updated syllabi of B.Com**

BC2BO2 financial accounting –IFRS convergence & accounting standard for financial reporting

BC3BO3 business regulation – limited liability partnership

BC3BO4 corporate accounting – accounting standards with assets liability and revenue

BC4BO6 corporate regulations – company's act 2013

BC6B12 income tax and GST – principles and provisions of income tax act 1961 and GST act 2016(new subject)

BC6B13 auditing and corporate governance – corporate governance in global and Indian concept

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No
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**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	43	35	6	NIL	2

2.2 No. of permanent faculty with Ph.D. 14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	13	-	-	-	-	-	-		13

2.4 No. of Guest 39 Visiting faculty 4 Temporary faculty 20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	32	74	26
Presented	20	31	17
Resource Persons		7	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Sl. No.	Programme	Department
1.	Tutorial Classes are established in order to create a rapport between teachers and students to create a better learning experience.	All Departments

2.	Introductory Classes and Bridge Courses are organized by the faculty members to evaluate the students' aptitude.	All Departments
3.	Pre Knowledge tests and preparatory training is provided for students in order to provide fundamental knowledge to the new learners.	All Departments
4.	Peer group learning is promoted	All Departments
5.	Remedial coaching is given to academically weak students of all departments	All Departments
6.	Brain storming sessions, debates and discussions are organized as a part of teaching process in class rooms.	All Departments
7.	Industrial visits, field visits, study tours, studio visits are arranged for experimental and practical learning	All Departments
8.	Organize seminars, workshops and conferences by general as well as individual departments to initiate research culture and innovative learning	All Departments
9.	Seminars, assignments, projects, dissertations etc. are conducted by students to widen the scope of knowledge	All Departments
10.	Contributing information regarding eco- friendly atmosphere and environment responsive living	All Departments
11.	Encourage the students towards resource management and waste management programmes and reuse of available resources.	All Departments
12.	Suggest and implement innovative methods after systematic evaluation of the academic performance of students.	All Departments
13.	ICT enabled teaching learning methods, use of smart boards and PPT etc. are introduced to lead the students towards virtual realization in knowledge acquirement.	All Departments
14.	Student mentoring and counseling is provided by experts	All Departments

15.	Periodic evaluation of the academic performance of the students are evaluated through Surprise tests, frequent test papers, distribution of corrected papers and discussion for an improved performance is conducted.	All Departments
16.	Enrichment programmes for advanced learners and motivation classes for average learners are organized	All Departments
17.	General PTA and Class PTA meetings are conducted in every semester for better learning pattern.	All Departments
18.	Add on Course	All Departments
19.	Participation in International and National Seminars and workshops organised in other colleges	All departments
20.	Participation in intercollegiate quiz, research paper competitions conducted by external organizations	All departments
21.	Organizing fairs and exhibitions for direct learning experience.	All departments
22.	PPT competition for students to invoke computer Literacy	Computer Science, BCA
23.	Notes through web	Chemistry
24.	Net coaching through electronic method	English
25.	Conservation of Butterflies by planting and nurturing the host & nectar plants of the butterflies in the garden by students	Zoology
26.	Faunal diversity Register	Zoology
27.	Animal Planet- Finding the Scientific name	Zoology
28.	Glossary in Life Sciences	Zoology
29.	Field Visit, Manuscript Publishing ,Quiz competitions, Exhibition, and Essay writing Competition, Symposium,	History

	Caption making competitions Poster making, Placard Making.	
30.	Blog-sahrudaya.com	Malayalam
31.	Research Forum for students	English
32.	Discussion Method, Seminars and field work for better exposure of the subject.	Multimedia
33.	Workshops by experts, Creative Assignments , Practical Classes in Professional Video – Audio recording, classes on Film Screening and Film making	Multimedia
34.	Manuscript magazine and News paper making by the students	English, Malayalam, Mathematics & Chemistry
35.	Compilation of Student Research Projects	Zoology, Chemistry
36.	Compilation of research paper presentations and creative anthologies of poems and articles by students	English
37.	Creative skill honing of Multimedia learning in short film. Documentary & film Making	Multimedia English Functional English

2.7 Total No. of actual teaching days

195

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

M.A. Multimedia  
Double Valuation

2.9 No. of faculty members involved in curriculum

Restructuring /revision/ syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

Sl.No	Name of Faculty	Expertise/consultancy	Venue
1.	Sr. Lovely Jacob A.	:B.Voc. Regulation committee member attended workshops	University of Calicut on 10/05/2018;12/6/2018;13/09/2018

2.10 Average percentage of attendance of students

97%
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2.11 Course/Programme wise distribution of pass percentage :

Sl. No	Program me	No.of students appeared	No.of students passed	No.of students passed in Distinction	No. of students passed in first Class	No. of students passed in second Class	No. of students passed in third Class	Pass %
1.	B.A English Language and Literature	37	33	4	27	2		89%
2.	B.A Malayalam	22	17	5	12			82%
3.	B.A. History	58	41	-	33		8	70%
4.	B.A. Economics	58	49	2	49	4	---	84%
5.	B.A. Functional	27	25	-	12	10	3	92.5%

	English							
6.	B.Sc. Mathematics	61	50	18	30	2	0	83.33 %
7.	B.Sc. Chemistry	44	35	20	10	5	0	79.55
8.	B.Sc. Botany	30	29	8	19	2	-	97
9.	B.Sc. Zoology	39	33	9	24	-	-	75
10.	B.Sc. Computer Science	34	24	4	19	1	-	71%
11.	B.Sc. Physics	28	20	6	14	-	-	71.42
12.	B.C.A	30	17	1	13	3	0	56.4%
13.	B. Com	45	43	2	26	15	-	95.5%
14.	BMMC	21	21		20	1		100%
15.	B.VOC Pharmaceutical Chemistry	41	34	7	27			82%.
16.	B.VOC Tourism	Result awaiting						
17.	M.A. English	15	14	-	11	3		93.3%
18.	M.A Malayalam	10	10	3	5	2		100
19.	M.A	11	9	----	8	1	---	82%

	Economics							
20.	M A Multimedia	12	12		12			100%
21.	M.Sc Chemistry	12	11	-	11	0	0	91.6
22.	M.Sc. Mathematics	19	16	6	8	3	0	90%
23.	M.Sc. Botany	11	11	3	8	-	-	100
24.	M.Sc. Zoology	11	10	4	6			91
25.	M.Com	19	18		10	8		94.7%

### RANK HOLDERS

- ❖ **Rank 1 - Fouziya N A ( M.Sc. Mathematics)**
- ❖ **Rank 3- Sithara Purushothaman K (M.Sc. Zoology)**
- ❖ **Rank 8 – Chandni V ( M.Sc. Mathematics)**
- ❖ **Rank 10 – Nimmi K Haridas ( M.Sc. Mathematics)**

### A+ HOLDERS

- ❖ Sreerekha R Menon ( B.Sc Physics) Nayana Vijayan (B.Sc. Chemistry)
- ❖ Sreelakshmi K (B.Sc. Chemistry)
- ❖ Gopika C. (B.Sc. Botany)
- ❖ Shabna V. S. (B.Sc. Botany)

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1.	The basic tools of academic evaluation in each semester is assessed by Tests -2 credits, Assignment -1 credit, Seminar -1 credit, Attendance -1 credit
2.	Student participation in academic/ value added /community extension activities as well as value education classes are evaluated.

3.	Methods like initial tutorial sessions, Pre Knowledge Test class test and interactive sessions, Feed back mechanisms, Peer teaching, Assignments and Seminar presentations by students, Quiz Competitions in various disciplines etc. are re put forth to evaluate the teaching learning process. Communicative skills, computer application skills orientation are conducted accordingly by the departments related to their respective subjects.
4.	Additional resources are availed through the exposure given to the students by their participation in seminars, workshops, conferences, inter collegiate Quiz Competitions, power point presentations and other proficiency improving programmes organized by other institutions.
5.	Organizes expert lectures and invited talks of eminent personalities
6.	A thorough survey of students' response to the existing curriculum and students' feedback system is well maintained.
7.	The department enhances the research aptitude of the students by organizing research forum and debate club
8.	The internal marks of the model internal examination is published and the progress reports of the students are duly signed by the guardian of the student
9.	The departments have formed self study groups with a strategy of "Teach while you learn" to effectively channelize the learning skills of advanced learners for the growth of the peer group.
10.	The students of Multimedia attend national and international film festival, visit T V channels and studios..
11.	During the class PTA and general PTA the parents meet the tutors and other teachers to analyze their ward's performance and progress
12.	They are provided with many opportunities of higher education or placement benefits under career guidance cell of the college.
13.	Help them to access appropriate web links and learning assisted videos.
14.	Give opportunity to participate in on campus and off campus interviews
15.	Publication of best projects in the departmental journal
16.	The departments provide essential reference materials of advanced topics. Awards and scholarships have been instituted by the College, well-wishers and Departments for encouraging and motivating such students to excel in curricular and co- curricular activities.

17.	The Departments initiate with student supportive Programmes like remedial teaching which is availed by the students from economically backward /SC/ST/OBC/Minority strata.
18.	Library provisions are provided with latest subject reference books, journals, books on competitive exams and career oriented programmes, INFLIBNET, e-journals etc.
19.	Simple exercises, small learning modules and tests are given to improve their learning efficiency.
20.	Faculty –student council is arranged to interact on academic and non-academic Issues
21.	Teachers visit the homes of students for the follow up of the learning at home.
22.	The tutor in charge keeps the attendance register of the students and submits to the office when asked for verification as per the CBCSS system attendance is also graded in every semester. .
23.	IQAC prepares an academic calendar as per the proposed year plan of the various departments and assures its implementation.
24.	Organises ICT orientation sessions.
25.	Mentor tutorial activities and promotes student home visits by the faculty.
26.	Under the career guidance cell career oriented Programmes are organized.
27.	At the end of every academic year the feedback on the teaching and learning process is Evaluated and Conducts annual SWOT analysis.
28.	Conducts periodic meetings with the head of the departments to discuss the quality sustenance and enhancement.
29.	Always follow the timely instructions and directives of University, Higher Education council, NAAC and UGC.
30.	Interdepartmental paper presentations by faculty members are held every month for dissemination of interdisciplinary research.
31.	Conducts many value added Programmes for students.
32.	LCD Projector and computers with internet facilities
33.	Projection of learning materials with inserted video clippings, colourful photographs

	and graphs reduces the monotony of lecture and increases the attention span of students. Teachers promote students to use computers with Internet facilities for citing many research articles while writing dissertations as well as to prepare notes, assignments and seminars and paper presentations.
34.	Science labs and language labs activities are devised to promote hands on independent exposure and interactive learning.
35.	The class representatives act as catalysts for peer group learning process.
36.	The infrastructure is constantly upgraded to meet the growing academic needs of the students.
37.	Teachers actively take part in seminars, workshops and other training Programmes to equip themselves with advanced knowledge for the advantage of the students.
38.	The peaceful and calm ambience in the campus conducive for the effective implementation of curricular and co-curricular activities of the students.
39.	Student Grievance Redressal Cell provides avenues for suggestion and improvement to make the campus student friendly.
40.	Equipments and books procured through various projects
41.	Retired and Old Staff Association (ROSA) members often visit respective departments, interact with new staff members and give necessary counsel and guidance.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<ol style="list-style-type: none"> <li>1. Sr. Lovely Jacob A</li> <li>2. Mrs Anju S Mattom</li> <li>3. Dr. Mariamma Antony</li> <li>4. Ms. Alphy Jose</li> <li>5. Dr. Shaijy C Muringatherry</li> <li>6. Dr. Sobhitha Joy</li> <li>7. Mrs. Esther Mani</li> <li>8. Sr. Reena P.D</li> </ol>

UGC – Faculty Improvement Programme	<ol style="list-style-type: none"> <li>1. Sr. Valsa M A</li> <li>2. Sr. Vineetha George</li> <li>3. Mrs. Jessy Anto Therattil</li> <li>4. Mrs. Sithara K Urumbil</li> <li>5. Sr. Mariena A.A</li> </ol>
HRD programmes	
Orientation programmes	<ol style="list-style-type: none"> <li>1. Mrs. Rose Paul</li> <li>2. Sr. Reena Porathur</li> </ol>
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	<ol style="list-style-type: none"> <li>1. Sr. Teresa J Heloise underwent training for NSS Programme officers at the Empanelled Training institution for NSS, Rajagiri College of Social Sciences (Autonomous) Kalamassery from 3<sup>rd</sup> to 9<sup>th</sup> August 2017</li> <li>2. Sr. Teresa J Heloise Ed camp for Functional English Teachers organized by Malabar Christian College, Calicut on 7<sup>th</sup> October 2017</li> </ol>
Summer / Winter schools, Workshops, etc.	<ol style="list-style-type: none"> <li>1. Sr. Teresa J Heloise Attended Orientation workshop and Launch of Unnat Bharat Abhiyan 2.0 on 25<sup>th</sup> April 2018 at All India Council for Technical Education, Vasanth Kunj, Delhi</li> </ol>

Others	<p><b>1.Justin P.G</b> Participated Resource Team Training Programme of Religious Teachers organized by Trichur Arch-Diocese on 2nd and 16th of September 2018</p> <p><b>2. Ms.HithaPaulson</b>Participated in the Faculty Development Programme on “Art of writing a research article” organised by Vimla college, Thrissur in association with Computer Science College Teachers Association on 24th March 2018.</p> <p><b>3.Mr.Jestin James-</b> Participated in the Faculty Development Programme on “Art of writing a research article” organised by Vimla college, Thrissur in association with Computer Science College Teachers Association on 24th March 2018</p> <p>4..Sr. Sheeba A. C did one year Correspondence Diploma course in Theology at Pontifical Institute of Theology &amp; Philosophy. Alwaye</p> <p>7.Sheeba A. C did a two months Certificate course in Greek Language at Pontifical Institute of Theology &amp; Philosophy. Alwaye</p>
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#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	8	1	8
Technical Staff	0	1	0	0

### Criterion – III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Sl. No	Activities
1	The faculty is encouraged to organize State/National and International Seminars in their respective disciplines
2	Encouraged to take up Research projects and to avail M.Phil/ Ph.D. Programmes
3	Encouraged to attend and present papers at various seminars and workshops held at other institutions.
4	Encouraged Faculty to attend orientation / refresher courses organized by the university.
5	Paper publications by the faculty and Students are boosted.
6	Experts from other institution are invited to provide classes to the faculty
7	The faculty members is encouraged to present a paper of his or her own choice in front of the other faculty .This helps in enhancing the inter disciplinary competence of the faculty.
8	The non-teaching staff is given orientation classes to improve their performances
9	All final year PG and UG students are doing projects as a part of their curriculum in and outside of college, in collaboration with other institutions. Chemistry and Zoology Departments have published the research projects of the students named “Chem little Unified Projects” and Impulses respectively.
10	Formation of Research Clubs comprising faculty and Students
11	Lecture series Manuscript publication – Historia and “Ganitha dalangal” Conducting debates, workshops, symposium, seminar
12	Research Journal Malayalasameesha Manuscripts publication of P G & U G Malayalam students
13	Final year Botany students are given microbiology related project works as part of the curriculum and hands on experience in Tissue culture & Microbiology laboratory

14	The departments maintain a research forum, with interactive sessions like; debate club, paper presentations and various other programmes. Students are encouraged to avail external resources by motivating them to attend inter-collegiate quiz and other Proficiency development Programmes.
15	Training students to search the details of the topics from Internet, hands on training in film making, Editing, script writing, E book publications.
16	ECONOMIC FORUM- a forum of research discussion of faculty & students of Economics department
17	Publication of two interdisciplinary journals Humanities and Arts Journal– COGNITIONS and Science Journal– INVESTIGARE
17	New Research Forum MEDUSA by Department of English

### 3.2 Details regarding major projects:

Sl No.	Name of the Faculty	Funding Agency & Period	Completed
1	Dr. Thresiamma Dominic M, (English	UGC 2010-2012	From Effective Communicators to World Leaders: An In depth Study of Communicative Levels of the College Students of Kerala with Suggestions to Improve the Situation.
		Outlay in Lakhs	<b>Rs. 6,75,800/-</b>

### 3.3 Details regarding minor projects

Year / 2017-18	Completed	Ongoing	Sanctioned
Number		3	-
Outlay in Rs. Lakhs		825500/-	

#### List of Ongoing Minor Projects

Sl	Name of the Faculty	Funding Agency &	Ongoing
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No.		Period	
1	Dr.Mariamamma Antony	UGC	Study on Mittag Leffler Distributions
2	Sr Dr. Molykutty M. Kaniampady	UGC	Biochemical studies of Strychnos nux vomica and its medicinal application
3	Sr. Teresa J Heloise	UGC	Affirmative Intervention of Orphanages in Nation Building

### 3.4 Details on research publications

	International	National	Regional	Others
Peer Review Journals	9	7		
Non-Peer Review Journals		1		
e-Journals				
Conference proceedings	4	4		

#### International publications

International Peer Review Journals			
Sl. No	Faculty	Title of the paper	Research Publication
1	Dr. Mariamma Antony	“ A study on Mittag Leffler Distributions”	VIRJ for pure and applied sciences - ISSN 2347-3835 Vol. 3, Issue 2, September 2017, pgs. 88-91
2	Ms. Rose Paul	"Nanofluids and Applications"	The “International Journal of Engineering, Technology, Science and Research”, Volume 5, Issue 3, ISSN 2394-3386, March 2018
3	<b>Sr. Teresa J Heloise</b> —	Integrated Personality through Ethical	International Journal of Research in Humanities, Arts and

		Choices: A Study on Inuyasha, in Bodhi	Science Vol 2, E-Issn 2456-5571 (I F 2.135) Ap 2018
4	<b>Nimmy M V</b>	1. “ Impact of Lead Nitrate on the Haematological, Biochemical and Immunological Response of the Fresh water fish, <i>Cirrhinus mrigala</i> ”	International Journal of Science and Research Methodology, ISSN:2454-2008, Vol.:8, Issue:3, pg no 380-400, January 2018 (impact factor 3.925)
5	<b>Nimmy M V</b>	2. “Effect of Lead Nitrate on the Histopathology of the Gill, Liver and Kidney of the Fresh water fish <i>Cirrhinus mrigala</i> ”,	European Journal of Pharmaceutical and Medical Research, ISSN: 2394-3211, Vol.:5, Issue:2, Pg416-420, January 2018 (Impact Factor 4.1).
6	Sr. J Bincy	“Role of Cooperative Banks in Rural Development of Kerala and impact of Demonetization	International Journal CONTEMPORARY RESEARCH IN INDIA UGC Approved Journal No:62441 and NAAS Score2018:3.23 with Impact Factor :0.956(GIF)
7	Sr. Valsa M A	“ Thrissur In The Twentieth Century Scenario: A Cultural Analysis”	Investigator – An International Refereed Journal of Multidisciplinary Explorations (ISSN: 2454-3314), Vol.4 issue 1, 2018

			March.
8	Haisel Mathew	Dielectric & Mechanical properties of PANI coated $\text{Ni}_{0.6}\text{Zn}_{0.4}\text{Fe}_2\text{O}_4$ -Natural Rubber composite.	International Journal of Current Engineering & Scientific Research(IJCESR), Vol.4, Issue 9(2017)P 23-30
9	Ms.Hitha Paulson	<i>“Page Replacement Algorithms – Challenges and Trends”</i>	<b>International Journal of Computer &amp; Mathematical Sciences</b> , Volume 6, Issue 9, September 2017, ISSN: 2347-8527 <b>Impact factor :- 4.655</b>
<b>International Conference proceedings</b>			
1	Alphy Jose	“Mathematics in cancer research”	Conference Proceeding of International Seminar on the Topic “Horizon Of Hope” on 27/6/2018 at Little Flower College, Guruvayoor
2	Rose Paul	“Nanofluids and its applications”	Conference Proceeding of International Seminar on the Topic “Horizon Of Hope” on 27/6/2018 at Little Flower College
3	Anju S Mattam	“Application of fuzzy soft set in Medical Diagnosis”	Conference Proceeding of International Seminar on the Topic “Horizon Of Hope” on 27/6/2018 at Little Flower College
4.	Mr. Justin P G	Philosophical Perspectives in the works of Melputtur Narayana Bhattapada	International Seminar on SANSKRIT AND CULTURAL STUDIES: NEW PERSPECTIVES organized by

			Research Forum & Dept. of Sanskrit, SreeSankaracharya University of Sanskrit Kalady - July 2018. ISBN No.978-93- 5311-549-4
National Peer review journals			
1	Sr. Sheeba A.C	Malayala Bhashayude Adayalapeduthalukal Bailee Bibilil,  Title: 2.Bhashayude vikasa parinamangalude Adayala ppeduthalukal Malayala Bibile Vivarthanangalil, SahithyaLokam Vol46,Lakam1-2 April 2018	Malayalam ResearchJournalVol.10,N O.3,Sep.-Dec. 2017,Page No.3831-3842
2	Ms. Silpa Anand	“Anthropocentrism To Apocalypse: Depiction Of Climate Change In Margaret Atwood’s Oryx And Crake	WJGL: World Journal Of Gender And Literature
3	Sr. Valsa M A	“Panappayattu and Chit funds: Agencies of Microfinance in Kerala”	‘Contemporary Research in India’, March2018 , ISSN 22312137,Published by CSBM Solapur, UGC approved Journal no.62441.

4	Ms.Hitha Paulson	“A Comprehensive review on the Structural and implementation Redesigns of the Data Structural Support to the Memory Management Techniques In Operating System”	National Journal of Operating Systems Development and Trends, Volume 2, Issue 3, December 2015, ISSN: 2454-9355
5	Sr. J Bincy	Ensuring Water Equity Through Women Empowerment And Gender Main Streaming Prospects And Challenges	
6	Teresa j Heloise	Integrated Personality through Ethical Choices: A Study on Inuyasha,	

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations in 2017-18 :Nil

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects				

<i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No 6 Chapters in Edited B 21

1. MATIZ-FLORITTA OF COLOURS (edited), ISBN No. 9788172550899
2. TRAVERSING GENDER IDENTITY ISBN No 9788172550974
3. HORIZON OF HOPE-CAN SURVIVE ISBN No 9788172550998
4. CREATIVE WRITING AND DISEASE ISBN No 9788172550974  
LITERATURE
5. EARTH AND EDUCATION (AUTHORED) ISBN No 9789387102293
6. ELIOR - AN ANTHOLOGY OF POEMS, (edited), ISBN # 9788172550882, DECEMBER 2017.

Without ISBN 5

- 1.Historia 2017-18 ( Manuscript Magazine by Dept of History)
- 2.Ganitha Dalangal Vol.7 ( Manuscript Magazine by Dept of Mathematics)
- 3,The Semicolon- Novel by Gayathri M R (IDC English)
- 4.Thalassophile ( Manuscript Magazine by Dept of English)
- 5.Horizon( Manuscript Magazine by NSS)

### Chapters in Books

1. Ms. Alphy Jose Published a paper titled “An introspective understanding of colour dimensions in Mathematics” in “Matiz-Floritta of colours” ISBN-9788172550899 by Sooryagayathri publishers in 2017

2. Ms. Rose Paul Published a paper titled “Colours of Mathematics-Symmetry in Nature” in “Matiz-Floritta of colours” ISBN-9788172550899 by Sooryagayathri publishers in 2017
3. **Sr. Lovely Jacob Jacob** “Green synthesis of nano particles” in “Matiz –Flottila of Colours” ISBN-9788172550899 by Sooryagayathri publishers in 2017
4. **Ms.Moly P.P** “Chemistry of colours” “Matiz –Flottila of Colours” ISBN-9788172550899 by Sooryagayathri publishers in 2017
5. Sr. Valsa M.A Green Malabar in Nineteenth Century: Role of Cannolly Canal” in “Matiz –Flottila of Colours” ISBN-9788172550899 by Sooryagayathri publishers in 2017
6. “Swapana Johny- Co-Inhabitation of Indigenous Ornamental Fishes and Butterflies” A ; *FLUTTERS* published by St. Mary’s College, Thrissur, Supported by Kerala State Council for Science Technology and Environment., ISBN 978-81-7255-088-2 July 2017 pp-39-44
7. Swapana Johny;Inculcation of conservation values in students through nature education” *FLUTTERS* published by St. Mary’s College, Thrissur, Supported by Kerala State Council for Science Technology and Environment., ISBN 978-81-7255-088-2 July 2017 pp-11 -14
8. Dr. Thanuja A Mathew - “Studies on the Effect of pyriproxyfen, a juvenile hormone agonist on the larvae of *Haritalodes derogate*”., - *FLUTTERS* published by St. Mary’s College, Thrissur, Supported by Kerala State Council for Science Technology and Environment., ISBN 978-81-7255-088-2 July 2017 page no. -108 – 116
9. Ambily V - “A comparative study on the species diversity of spider fauna in different areas of Thrissur and Palakkad district”.,, *FLUTTERS* published by St. Mary’s College, Thrissur, Supported by Kerala State Council for Science Technology and Environment., ISBN 978-81-7255-088-2 July 2017
10. Julie Dominic - Colour of reality: A Transtitional Budge towards the subtility of Life as in Sidhartha Mukherjee’s *The Emperor of all Maladies*, **Matiz, Flottila of Colours**, ISBN: 9788172550899, DECEMBER 2017.
11. Julie Dominic- PREFACE of *Elior* -an anthology of poems, **Elior** ISBN: 9788172550882, December 2017.
12. Julie Dominic- Poem - SOARING PLUMES, **Elior**

13. Julie Dominic -Creative Writing and Disease Literature: A Reading of The Cancer Narrative, **TRAVERSING GENDER IDENTITY**, ISBN: 978 81 7255 0974.
14. Esther Mani .-INTRODUCTION of ELIOR- an Anthology Of Poems ,**Elior** ISBN: 9788172550882, December 2017
15. Esther Mani .-Poem- Blooms Of The Arid **Elior**
16. Esther Mani .-Symptoms Of Being Human By Jeff Garvin- A DISRUPTIVE NARRATIVE IN POST HUMAN ERA. Exclusion-the other side of gender identity **TRAVERSING GENDER IDENTITY**, ISBN: 978 81 7255 0974.
17. Esther Mani .-Symphony Of Resistance Through Chromatic Expressions In Nature, **Matiz, Flottila of Colours**, ISBN:9788172550899, DECEMBER 2017
18. Silpa Anand – The Chromatic Expressions of Climate Change: Representations in Literature and Art. **Matiz: A Flottila of Colours**2017, ISBN:9788172550899 Pg:65
19. Teresa j Heloise - Care for Vulnerable girl: Analysis of Thrissur scenario'. **Traversing Gender Identity**2017, ISBN 9788172550974
20. Sr. Dani C Francis-Apochraphical Glitter In The Book Of Revelation ,**Matiz: A Flottila of Colours**2017, ISBN:9788172550899
21. Reely Raphel -PREFACE Of *Matiz:A Flotilla Of Colours* **Matiz: A Flottila of Colours**2017, ISBN:9788172550899

### Articles in Magazines

**Mr. Justin P.G**

1. VERUKAL VISUDHAMENKIL SAKHAKALUM VISUDHAMATRE in PaduvaRasmi –July 2017.
2. SWATHANTHRYAM ....CHILA THIRICHARIVUKAL in PaduvaRasmi August 2017
3. NEELATHIMINGALAM VIZHUNGUMBOL in PaduvaRasmi September 2017.
4. PRATHYASAYIL VALARTHUKA in CatholicaSabha a monthly circulation-September 2017.
5. MAKKALODOPPAM in PaduvaRasmi November 2017
6. CHRISTHUMAS CHINDAKAL inPaduvaRasmi December 2017
7. PRATHYASAYUDE PUTHUNAMBUKAL inPaduvaRasmi January 2018.
8. KARUNAYATTA DAIVATHINTE SWANTHAM NAADU inPaduvaRasmi March 2018.
9. THOLVIYAETHOLPIKKAM in PaduvaRasmi April 2018.

10. ARSHABHARATHATHIL KUNJUNGALODU VENO EE KRURATHA ( related to Asifa's murder at Kasmir) in the GramaSwaram News Paper May 2018

11. KUNJUNGALUDE POONDHOTTAM CHAVITTI NASIPPIKKARUTHE inPaduvaRasmi June 2018.

12. MADHU,ASIFA :-SAMSKARIKA PAITHRUKATHINTE NOMBARANGAL in College magazine 2017-18

### SHEEBA A.C

1.Yathra mozhikal- Ottan thullal, Article in College Magazine :Assisi Blossom

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE ☒ DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

14,500

### List of Teachers doing consultancy

Sl.No	NAME	TYPE
1.	Shaijy c. Muringathery (Malayalam)	Question paper setter of Autonomous Colleges
2.	Mr. Jestin James M (Computer Science)	Question Paper setter of Autonomous Colleges
3.	Ms. Hitha Paulson (Computer Science)	Question Paper setter of Autonomous Colleges
4.	Justin George (Sanskrit)	Question Paper setter of Autonomous Colleges
5.	Dr .Jilna Alex N (Zoology)	Question paper setter of Autonomous Colleges
6.	Alphy Jose (Mathematics)	Question Paper setter of Autonomous Colleges
7.	Anju S. Mattom (Mathematics)	Question Paper setter of Autonomous Colleges
8.	Rose Paul (Mathematics)	Question Paper setter of Autonomous Colleges

3.11.No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	5	5		21
Sponsoring agencies			One state level seminar is sponsored by STEC, Kerala		

### 3.12 No. of faculty served as experts, chairpersons or resource persons

1. Dr. Nirmala. J served as subject expert for the interview of Assistant Professor in Kerala Kalamandalam, Cheruthuruthi.
2. Dr. Nirmala. J served as subject expert for the interview of Assistant Professor in Thechikottukavu Devaswam College, Peramangalam, Thrissur
3. Dr. Molykutty M. Kaniampady Subject expert in Selectionn committee for Asst. Pro. In chemistry MOC Colleges Devalokam Kottayam
4. Dr. LaliThomas Kotturan Subject expert in Selectionn committee for Asst. Pro. In chemistry Nirmala College Muvattupuzha
5. Dr. LaliThomas Kotturan Subject expert in Selectionn committee for school teachers at Holy Cross CBSE School Arthat Kunnankulam
6. Sr. Valsa M A served as resource person and delivered talk on “*Madhya Kerala ChristhavaNadanpattukalileSthreeDharsanam*” in the two day national seminar conducted by Department of Folklore, University of Calicut on 11<sup>th</sup>& 12<sup>th</sup> October 2017.
7. Mrs. Swapana Johny served as a resource person and delivered a talk on fish diversity of kole wetlands of Thrissur in the seminar organized by Depts of Zoology and Botany, St. Mary’s College, Thrissur in connection with the World Wetland Day on 12-02-2018
8. Ms. Swapana Johny chaired science paper presentation session for One day International seminar on HORIZON OF HOPE: **CAN SURVIVE** organized by departments of Zoology, English and Functional English in collaboration with Glendale Community College, Glendale , Arizona, USA, held at Little Flower College, Guruvayur on 27-06-2018
9. Dr.. Mariamma Antony delivered a talk on “Introduction to statistical inference” at the national seminar, Statistics : Life and Praxis by the department of Collegiate Education

at sponsored by Directorate of Collegiate Education, at Department of Statistics, sree Neelakanta Govt. Sanskrit College, Pattambi on 11-12-2017

10. Mr. Justin P G served as a Resource person in the UGC sponsored Lecture series organized by Sree Sankaracharya University of Sanskrit Regional Centre, Tirur and delivered a lecture on Contributions of Melpattur Narayana Bhattapada to Champu literature on 15-09-2017
11. Ms Rose Paul has been a resource person for the NSS Special Camp organised by the National Service Scheme, Unit No 48, Little Flower College, Guruvayoor on 30.12.2017
12. Sr. J Bincy served as a Subject Expert for the selection of Higher secondary school teachers for teaching Economics in Holy Cross CBSE School Arthat.
13. Mrs. Hitha Paulson served as a resource person and inaugurator of the national seminar Modern streams in Science and Humanities organized by Rashtriya Sanskrit Sansthan, Deemed University, Guruvayoor Campus on 27-3-2018 and delivered a talk on “Possibilities of C Language”
14. Mrs. Hitha Paulson served as Chairman of the Centralised valuation camp of Odd Semesters of B.Sc. Computer Science, Thrissur Zone, Calicut University
15. Mr. Justin P.G Served as the Chief Editor of Annual Magazine 2017-18( PRATHYASA KIRANANGAL) of Catechism Unit –Ammadam .Trichur
16. Mr. Justin P.G felicitated National Seminar & 4th Inter National Film Fest ,LIVES UNMAPPED: REPRESENTATIONS OF THE REFUGEE, organized by Depts of English and Multimedia ,Little Flower College Guruvayoor On 26th and 27th July 2018.

### Extension lectures given by Faculty

Sl. No	Name of the Faculty	Department	Topic	Venue	Date
1	Mr. Justin P G	Sanskrit	The role of Extension activities in the School Life on	inaugurated the Club activities of Good shepherd Central School, Mullassery, Thrissur district	11-07-2017
2	Mr. Justin P	Sanskrit	Orientation	DBCLC Thrissur	11-11-2017

	G.		Class on Faith Formation in Families to the animators of Children Ministry ,Arch Diocese of Thrissur		
3	Mr.Justin P G-	Sanskrit	Orientation Class to the parents of college students on “EFFECTIVE PARENTING IN THE PRESENT SCENARIO”	PTA General Body Meeting at Little F lower College , GVR	12-11-2017
4	Sr Teresa J Heloise	English	‘Spell Sea :A Vocabulary Workshop’ for Children between 7 to 17	Aduputty Christu Jyothi Ayalkuttum	15 <sup>th</sup> Feb 2017
5	Sr.Lovely Jacob A	Chemistry	“Waste management “for the NSS unit	Little Flower College	12.08.2017
6	Sheeba A.C	, Malayalam	Lecture on Value Education, to the H.S.SStudents	St. Clares C G H S S Thrissur	11.07 2017

<b>7</b>	Sr. Valsa M A	History	“Life Guidance”	St. Clare’s HSS Thrissur	01-09-2017
<b>8</b>	Sr. Valsa M A	History	“Tips for Leadership to HS, HSS and Degree students	Koottala Parish	17-09-2017.
<b>9</b>	Sr. Valsa M A	History	Tips for Personality enhancement to the HSS H.S & students	St. Clare’s HSS Thrissur	23-12-2017.
<b>10</b>	Sr. Valsa M A	History	“Steps for Protection of Environment” to NSS Volunteers	Seven Day Special Camp at Little Flower College, Guruvayoor	25-12-2017
<b>11</b>	Sr. Valsa M A	History	“Role of Women in Family with special reference to formation of the behavior pattern of children	St. Ann’s Church ,Manga	11-02-2017.
<b>12</b>	Dr. Jilna Alex N	Zoology	Awareness Class on AIDS- to NSS students	Little F lower College, GVR	10/1/18



3.13 No. of collaborations                      International                      National                      Any other

Dept.of Multimedia has two industrial interactions

1. ARENA ANIMATIONS

2.TAU VISION WEB CHANNEL

3.14 No. of linkages created during this year

10
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Sl.No	Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)
1.	Student Research Project	M.Sc Dissertation	CAReKeralam Ltd., KINFRA Park (P.O) Koratty, Thrissur,Kerala 680309	April-June2018
2.	Student Research Project	M.Sc Dissertation	Dept.of Zoology. University Of Calicut, Tenhipalam,Calicut University(P.O),Malappuram Dist. Kerala,673635	April-June2018
3.	Student Research Project	M.Sc Dissertation	Amala Cancer Research Centre, Amala Institute Of Medical Sciences, Amala Nagar (P.O),Thrissur, Kerala 680555	April-June2018
4.	Student Research Project	B.Sc Dissertation	Vidya Academy of Science and Technology Thrissur	
5.	Student Research Project	B.Sc Dissertation	Aitrich Technologies Thrissur	
6.	Student Research Project	B.Sc Dissertation	Jazz solutions Thrissur	

7.	Student Research Project	M. Sc. Dissertation	College of Forestry, Kerala Agricultural University, Vellanikara, Thrissur	
8.	Student Research Project	M. Sc. Dissertation	Oushadhi, Thrissur	
9.	Student Research Project	M. Sc. Dissertation	Kerala Forest research Institute, Peechi, Thrissur	
10.	Student Research Project	M. Sc. Dissertation	Arya Vaidyasala, Kottakkal, Malappuram Dt.	

3.15 Total budget for research for current year in lakhs :

From Funding agency

4330769

From Management of University/College

37349

Total

4368118

3.16 No. of patents received this year : 1

Type of Patent		Number
National	Applied	1 ( Temp/E1/3949/2018_CHE
	Granted	

International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
10	3	3	1	2		1

❖ **International**

1. **Dr. Sr. Molykutty M Kaniampady.- D Litt.** awarded by University of Asia on the Nomination of Dr. S. Radhakrishnan Rersearch and Development Center, India
2. **Mrs. Esther mani** – Honorary D. Litt. by University of South America, Montevideo
3. **Mrs. Reely Raphael-** Best Paper award for ‘Showcasing of Dolls: Women empowerment through bommakolu’ in an international conference on “Advancement and challenges in social sciences &business management- interdisciplinary research and practices

❖ **National**

1. **Dr. Sr. Molykutty M Kaniampady** Bharat Shiksha Ratan National Award by Economic Growth Foundation of India.
2. **Dr. Julie Domanic J** -Vidya Ratan Award
3. **Dr. Julie Domanic** -Best Paper Award

❖ **State**

- 1.**Mr. Justin P.G** secured First Position in State level Malayalam Speech Competition conducted by Kerala State Youth Welfare Board and Kerala State Govt. in connection with Keralolsavam 2017 at Govt. Victoria College Palakkad

on 23rd December 2017.

❖ **University** Ph.Ds awarded to

1.Dr. Annam Sini A.P , Assistant Professor, Malayalam

2.Dr. Gladin Rose, Assistant Professor, English.

❖ **College**

1.Sath Guru Award 2018 instituted by Little Flower College, Guruvayoor

3.18 No. of faculty from the Institution who are Ph. D. Guides

1

( Remarks: as the off centre campus of Kuppam University)

4

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) : Nil

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

50

State level

National level

International level

3.22. No. of students participated in NCC events:

University level

State level

National level

7

International level

3.23 No. of Awards won in NSS:

University level

3

State level

National level

International level

**NSS Volunteers won the first position in the Municipality for the events conducted in connection with the Republic Day celebrations**

3.24 No. of Awards won in NCC:

University level

State level

10

National level

4

International level

## State level

1. NCC Contingent of Little Flower College secured First Position in Republic Day Parade organized by Guruvayoor Municipality
2. SGT Manju M M Second position in PM rally conducted at Kerala Police Academy and Rajpath March conducted at Kerala Police Academy
3. SUO Jasmin O..S Secured Kerala Chief Minister's Scholarship for RDC Cadets
4. JUO Greeshma R Menon- Selected from 7 Kerala Girl's Batallion, NCC, Thrissur to attend NIC camp at Assam
5. SUO Jasmin O-.S Represented Kerala & Lakhadweep Directorate in the Republic Day Camp in Delhi and participated in Rajpath March on Republic Day
6. Cadet Anjal T Mohan- Selected - Selected from 7 Kerala Girl's Batallion, NCC, Thrissur to Participate NIC camp at Assam
7. SGT Aiswarya S Selected - Selected from 7 Kerala Girl's Batallion, NCC, Thrissur to participate NIC camp at Calicut
8. JUO – Stemy Maria C.S- Represented Ernakulum group of Kerala & Lakshadweep Directorate to Participate in IGC- TSC
9. SGT Aiswarya S Represented Ernakulum group of Kerala & Lakshadweep Directorate to Participate in IGC- TSC
10. SGT Manju M M Represented Ernakulum group of Kerala & Lakshadweep Directorate to Participate in IGC- TSC

## 3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="25"/>	
NCC	<input type="text" value="5"/>	NSS	<input type="text" value="30"/>	Any other <input type="text"/>

**NSS Report**

1. On 20<sup>th</sup> June 2017 the NSS unit of the college in collaboration with the Guruvayoor municipality conducted a door to door awareness programme on symptoms and preventive measures on various seasonal diseases. They also distributed leaflets.
2. As an initiative to motivate the younger generation to return to agriculture a class on Agriculture: Kitchen Gardening was organised for the NSS volunteers on 22nd July 2017. Sri SundaramC,Asst .Agricultural Officer,S D O Chavakad was the resource person. Booklets on kitchen gardening were distributed to the volunteers.

3. On 1<sup>st</sup> of August the Volunteers pledged a SwachathaShapath as part of the swachathapakhwada observance.
4. A talk on waste management and sustainable development was arranged for the volunteers on 2<sup>nd</sup> August 2017. Sr.Lovely Jacob A ,Asst Prof Department of Chemistry was the resource person.
5. On 3,4 August 2017 NSS unit took up cleaning in the campus.
6. On 5<sup>th</sup> august 2017 volunteers took part in the meeting on sustainable development and rally at Swaraj ground.
7. On 6,7,8 the NSS unit visited the participatory village and wards for door to door campaign on swachatha
8. On 11,12 the unit cleaned the road in front of the college and the bus stop, Agadimandiram and anganwadi
9. On 14<sup>th</sup> August 2017. NSS Unit celebrated Onam with other state workers.
10. World Alzheimer's Day was observed on 24<sup>th</sup> September 2017.A talk on this topic was arranged by the NSS and the NCC.
11. Joining hands with the Ministry of Youth and Sports to welcome and cheer the FIFA -U17 world cup under 17 football tournament being held in the state, 50 NSS volunteers along with Programme Officer Sr.Angela, Ms Silpa Anand and Ms Ginty participated in the Roll the Ball Rally. The rally was ballooned of by sports councillor Vincent Kattukaran.
12. World Literacy Week was celebrated by the NSS Unit by collecting Study Aids that could be used to teach children Communicative English .The materials were compiled into a book.
13. On October 2<sup>nd</sup>.The birthday of the Father of the Nation was celebrated in a befitting manner. A small silent prayer and floral offering was made in front of the Mahatmaji's statue. The guest of honour of the day was Mr.Ramesh-District Programme Coordinator. The Birthday celebration was completed with Mr.Ramesh's talk on Gandhi's view on Service and Education. The day also witnessed the inauguration of the biodiversity park with the release of two bunnies into a natural setting by Mr.Ramesh.
14. In Collaboration with the Life Palliative care the Volunteers underwent a two day training programme on October 14<sup>th</sup> and 15<sup>th</sup> on care for the terminally ill and the bedridden.
15. The Rashtriya Sathbhavana divas/National integration Day was celebrated on October 31<sup>st</sup>. A Run for Unity was arranged to commemorate the Day. Kerala Piravi was celebrated by the Volunteers in the Biodiversity Park on Nov 1<sup>st</sup>.

16. Commemorating Neheru's Birth day and Children's Day a talk on Prolife was arranged on November 14<sup>th</sup>. The Resource person Sr. Rinet Jacob, Nurse, Mary Immaculate Hospital, Engandiyoor spoke on the preciousness of life.
17. The Volunteers went on a walkathon and distributed pamphlets to create awareness on blood donation on 16<sup>th</sup> November.
18. Liquid Love 2017-Blood donation camp was organised by the NSS in collaboration with the department of Zoology and Amala Blood Bank on 17<sup>th</sup> November.
19. The week from 19<sup>th</sup> to 25<sup>th</sup> of November was celebrated as the communal harmony week. The students had initially had initially bought the flag day stamps and the contribution was sent to the national Foundation for communal Harmony.
20. A water colour painting contest was arranged in the college on 20<sup>th</sup> November 2017. The theme of the contest was "communal harmony". A flash dance and song item was presented by the volunteers emphasising the joy of unity.
21. With a spirit of communal harmony the volunteers visited the Chavakad sub Jail and presented cultural programmes to cheer the prisoners on 22/11 2017. A prepared poster exhibition was arranged on 24<sup>th</sup> November 2017 with the same theme. A short talk and discussion session was arranged on 24<sup>th</sup> November 2017. Ms Jeena Mariot Xaviour, Assistant Professor, Dept of Economics, spoke about the significance of Communal harmony. The students were asked to discussion practical steps to avoid communal discomfort.
22. Legal Awareness programme was also arranged by NSS
23. The NSS volunteers observed AIDS day was with a rally, distribution of Leaflets and an effectively delivered street play by the NSS volunteers.
24. On 5<sup>th</sup> Jan 2018 anti narcotic awareness flash mob at Guruvayoor municipal bus stand
25. Anti-narcotic Awareness rally in cooperation with district Exercise department and Guruvayoor municipality on 6<sup>th</sup> January 2018
26. On 26<sup>th</sup> Jan Republic day parade 1<sup>st</sup> place for the parade in Guruvayoor municipality.
27. Jan 12<sup>th</sup> World youth day celebration
28. On Jan 31 Martyr's day celebration was held
29. On February 6<sup>th</sup>, Members visited old-age home
30. On 15<sup>th</sup> March 2018 Road safety Awareness class was conducted in collaboration with traffic Police
31. Pooram 2018 -NSS District level Cultural fest . Our unit won 1<sup>st</sup> place in easy writing (Annesh

Jaco 2<sup>nd</sup> sem Eng) and 2<sup>nd</sup> place for NSS anthem in Hindi group event.

### **NCC REPORT**

- ❖ On June 5 ,World Environment Day, the NCC cadets under the guidance of Captain.Sophy Jacob, ANO planted saplings in the college campus.
- ❖ Yoga demonstration was conducted by the NCC cadets on June 21<sup>st</sup>, International Yoga Day.
- ❖ On July 21<sup>st</sup> 2017 the enrollment process for first year cadets was conducted and 32 cadets were enrolled.
- ❖ JUO Stemi Mariya.C.S and SGT Aiswarya.S participated in the Inter Group Competition (IGC) ,TSC at Calicut from 3<sup>rd</sup> August 2017 – 12<sup>th</sup> August 2017.
- ❖ As a part of Independence Day celebration cadets presented a flashmob with the theme of patriotism.
- ❖ Combined Annual Training Camp (CATC) was held during 1<sup>st</sup> September 2017- 10<sup>th</sup> September 2017 at Police Academy,Ramavarmapuram ,Thrissur. The cadets became the Overall Champions in the camp.
- ❖ Alzheimer's day was observed on September 21<sup>st</sup> by the NCC cadets in collaboration with NSS volunteers in the college. As a part of it an awareness class was given to the students and a poster making competition was conducted.
- ❖ NCC Cadets undertook a cleaning programme at Punnathoor road, in connection with Swachhbharat on 2<sup>nd</sup> October 2017.Flashmob and street play was presented giving out the message of “swachh bharat sundhar bharat”.
- ❖ SGT.Manju.M.M participated in the Inter Group Competition(IGC),RDC at Police Academy,Ramavarmapuram,Thrissur from 16<sup>th</sup> October 2017-25<sup>th</sup> October 2017.
- ❖ 11 cadets participated in the CATC at Police Academy,Ramavarmapuram,Thrissur from 16<sup>th</sup> October 2017 -25<sup>th</sup> October 2017.
- ❖ JUO.Greeshma.R.Menon and CDT.Anjali.T.Mohan participated in the National Integration Camp (NIC) held at Silchar,Assam from 09<sup>th</sup> December 2017-20<sup>th</sup> December 2017.
- ❖ SGT.Aiswarya.S participated in the National Integration Camp(NIC) at Calicut from 22<sup>th</sup> December 2017- 02<sup>nd</sup> January 2018.

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Little Flower College proudly proclaims social commitment as one of its core values

and endeavors to actualize this motto through various activities.

- Victory Centre, a charitable venture undertaken by the institution, adopts differently-abled girls and equips them with skills according to aptitude and ability helping them to be independent and financially stable.
- A fixed portion of the salary of the sister faculty is set apart for charity to the local community for housing projects, education, medical aid etc.
- A fixed portion of the salary of the teaching and non teaching staff members was contributed for the construction of a new block to provide ample space for the increased number of students due to increased number of courses.
- Employment is provided to women from the local community belonging to financially backward families.
- Teachers generate funds to aid financially backward students and the local community for education ,marriage and medical purpose as and when needed
- Students and teachers visit old age homes and rehabilitation centres in the locality to understand and help them.
- Blood donation camps are held every year at the College.
- Students generate funds through various activities to help the local community who are in need.
- Students take free tuitions for the children in the adopted colony.
- The sister faculty pays regular visits to the homesteads of the locality providing counseling and spiritual assurance to troubled families
- Faculty visits to the households of the students to know their economic and social wellbeing.
- Adopts colonies, villages and old people.
- The Fitness Centre in the College is extended to the women in the locale.
- Produce multimedia productions and films to steer social change.

Students are benefited through the instilled qualities of social welfare, democratic values and humane culture. The social centres established and functioning in the college, some for more than 30 years, becomes an eye opener to create a well knit bond of concerned and committed citizens of the society. The following are some of our extension centres:

#### 1. Victory Centre

2. .Assisi social Centre (press)
3. Tailoring Centre
4. .Day Care Centre
5. .Homeopathic clinic
6. Counselling Centre
7. Computer Centre
8. Fitness Centre

### Criterion – IV

#### 4. Infrastructure and Learning Resources

##### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing (16-17)	Newly created	Source of Fund	Total
Campus area	18.18 Acres	-	-	18.18 acres
Class rooms	56	11		67
Laboratories	15	-		15
Seminar Halls	8	1	-	9
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	37	110	UGC CPE PD Account Management	174
Value of the equipments purchased during the year (Rs. in Lakhs)		Rs.53,83,203	UGC CPE PD Account Management	
Others		/		

##### 1.2 Computerization of administration and library

- The office is fully automated with 8 computers functioning systematically
- Admission process and the administration process is computerized
- The library has been equipped with sufficient number of computers with the facilities of e-Lab
- INFLIBNET Accessibility
- Digital display of New Arrivals Substitution of electricity with solar energy(implemented)
- Installation of CCTV networks in the campus
- Digitalization and upgradation of the library
- Updation of College website(implemented)

- Upgradation of multimedia and technology lab(implemented)
- Implementation of EDUSAT facilities within the campus(implemented)

#### 4.3 Library details

	Existing		Newly added (2017-18)		Total 2017-18	
	No.	Value	No.	Value	No.	Value
Text Books	59832	85600	898		60730	1411641
Reference Books	5654	607180/-	-	-	-	-
e-Books	300000	Continuation of previous subscription	300000	Continuation of previous subscription		
Journals	67			43	110	119655
e-Journals	6000	Continuing subscription	-	Continuing subscription -	6000	-
Digital Database	N-LIST	Continuing subscription	N-LIST	Continuing subscription		
CD & Video	4005		25		4050	
Others (specify)	Library Automation (CPE Fund)					500000

#### 4.4. Technology upgradation (overall)

##### Total Number of Computers

	Total Computer s	Computers in Labs	Internet Resource Centre	Office	Depart- ments	Others
Added in 2017-18 to the existing					9	5
Total	247	173	16	11	34	13

#### 4.5.Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ❖ The College provides internet facilities to all the Departments. Free Internet and Browsing facilities are available for both Teachers and students at the Internet Cafe, Network resource Centre and at the e -library.
- ❖ At the Institutional level, the students are encouraged to make maximum utilization of technology in the preparation of projects, seminars, presentations and assignments. They are also encouraged to make use of smart boards available in their department
- ❖ Seminar halls for power point presentations.
- ❖ A full time computer centre is functioning in the College which can be maximum utilized by the faculty and students for learning various computer courses.
- ❖ . Students browse internet to access journal archives and collect study materials.
- ❖ e- text is also made available
- ❖ All departments are provided with one smart class room. An open course on Information Technology is offered by the Departments to enhance technological competence.
- ❖ IT facilities in all Departments are upgraded as per the requirements.
- ❖ Each Department has sufficient number of Computers and Laptops in order to equip both the faculty and students to equip themselves towards Technical Education in this

fast growing technical epoch.

- ❖ The Online Public Access Catalogue (OPAC) is provided to the users of library in a separate computer placed near the circulation Counter.
- ❖ Library processes have been automated for more than eight years with the library management software Book Magic 5.0 Software.
- ❖ The N-LIST Programme of the INFLIBNET centre at the college library provides 6000 e-journals and 202917 e-books.
- ❖ Books, journals and other materials can be photocopied at normal charge. Print outs are also provided. Reprographic service helps to preserve the documents and prevent the loss or mishandling of books.
- ❖ Current information is displayed on the e -notice Board . Important information is also put up separately on the e-notice board at the entrance of the library
- ❖ A small In house collection of e-resources like CD is available.

#### 4.6 Amount spent on maintenance in lakhs

i) ICT	24,72,498
ii) Campus Infrastructure and facilities (including new construction)	2,73,79,873
iii) Equipments	53,83,203
iv) Others	35,62,513
<b>Total :</b>	3,87,98,087

## **Criterion – V**

### **5. Student Support and Progression**

#### **5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

IQAC discusses the various needs of the students and take necessary actions to fulfill the same. IQAC collects the feedback by arranging Faculty-Student Council interaction on academic and non-academic issues and gauge student reaction.

#### **Major student support mechanisms are:**

##### **1. Teaching learning**

ICT enabled Teaching, Student centric Innovative pedagogic methodology, Infrastructure development, additions to resources like library, e-journal subscription, INFLIBNET, e.lab, Department reading corners, Computer Centre & Smart class rooms, Add on courses, other diploma & certificate courses, Walk with Scholar Programme, Student Support Programme, peer Group learning

##### **2. Research**

Promotion of research by conducting Seminars, Projects, Paper presentations by students, research journals, compilation of Research papers and Projects, wall magazines, hand written magazines etc.

##### **3. Co-curricular activities**

Creative Activities and innovative interactions by 42 Clubs and Associations actively prevail in the campus with 100% student mentoring and moulding Literary Competition, Quiz competitions, Anusmaranangal, Sahrudaya.com, Vayanolsavam, Vyazhavattam Arts Festival, , Participation in D-Zone, Inter-Zone Competitions

##### **4. Health & Fitness**

Annual Sports Meet ,Yoga, Karate, Health and Fitness centre

##### **5. Social responsibility**

Many Community Extension Activities like activities of NSS, NCC, L.F Palliative unit, “Have a Meal Programme for the destitute”, Nature Club, Assisi Social Centre, Victory Centre, , Homeopathic Clinic, Day Care Centre, etc. Blood Donation Campaign with IMA collaboration , Vigilance awareness and Cyber Security issues Open Forum, Legal awareness classes

**6. Mentoring**

Student advisors, Bi annual Class PTA, Annual General PTA, Tutorial system, student home visit by the faculty, Student Welfare Association, Grievance and Redressal Cell, Anti Ragging , Anti harassment Cell, Women Cell, Benefactor's club

**7. Value &Moral Education**

Weekly Ehics classes with yearly examination, chapel service, Annual retreat, Life guidance courses, Christian Activities, celebration of significant days

**8. Other Student friendly activities**

Driving classes, , Band set, Chenda melam Classes, Old student Association

**9. Career guidance**

Career guidance & placement cells, EDP Club

**5.2 Efforts made by the institution for tracking the progression**

- Entry level PKT
- Internal exams
- Remedial classes for weak students
- Quiz competitions
- Tutorial sessions
- Teacher guardian
- Teacher at home
- Student support programme
- Walk with a Scholar
- Teaching While Learning
- Peer Group Teaching
- Parents meet and Personal meeting with students
- Internal tests and Surprise tests
- Seminars, and Assignments
- Power point presentation competitions
- Exhibitions and Quiz competitions
- Personal attention of faculty to all students
- Slow learners are identified first through the marks obtained in the qualifying examination and then by conducting evaluative pre- examinations
- Debates and Discussions
- Counseling by experts

- Career Oriented Programmes on every Tuesdays.
- Workshops and classes on Personality Development
- Communication Skills Orientation Programmes
- Visit to Industrial areas
- Co-ordination with prospective external agencies/ Industries/companies
- Coaching class for students for various competitive tests such as bank Tests,
- KPSC, etc
- NET/SET coaching Classes
- Interior Decoration training Classes
- Human Rights Classes
- Legal Literacy Classes
- Driving Classes
- Traditional Kerala Drumming Classes
- Yoga & karate Classes

## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1708	296	-	-

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	Gene ral	SC	ST	OBC	Physica lly Challen ged	Total
630	268	12	947	4	1861	757	274	6	965	2	2004

(b) No. of students outside the state

1

(c) No. of international students

-

Men	<table><tr><td>No</td><td>%</td></tr><tr><td></td><td></td></tr></table>	No	%			Women	<table><tr><td>No</td><td>%</td></tr><tr><td>2004</td><td>100%</td></tr></table>	No	%	2004	100%
No	%										
No	%										
2004	100%										
	Demand ratio 1:3		Dropout % 1:5								

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. UGC-NET ,CSIR Coaching</li> <li>2. Bank Test and competitive Exam Coaching</li> <li>3. Soft Skill Development Programme</li> <li>4. Entrepreneurship Awareness Programme</li> <li>5. Career Counseling Seminar</li> <li>6. Career Guidance Seminar</li> </ol> |
|---|

No. of students beneficiaries

-

#### 5.5 No. of students qualified in these examinations

NET / SLET  SET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

#### 5.6 Details of student counselling and career guidance

##### **Student Counseling :**

Students of each class are benefitted with a full time mentor/ faculty in the Campus and are guided during the Tutorial Sessions. If needed they are allowed to meet the counselor for advice and guidance for better ethical and moral support. The Faculty Members are also free to avail the assistance of the counselor.. This helps the students to be more attitude- oriented and professionally and academically skilled. Orientation Programmes are also conducted for both Faculty and Students aiming at a humane and better living prospects. They are given yearly Life guidance classes

#### **Career Guidance and Entrepreneurship Awareness Cell**

Women entrepreneurship and career establishment has become the day's exigency. The college dexterously maneuvers together to augment and propel the students to be professionally

skilled and triumphant in the job oriented sectors. Nonpareil training programs are catered for the students of all the departments through various add on and certificate courses integrated to the curriculum. The students can have their choice of selecting the courses according to their talents. The ADD ON Course *Television And Media Production* harnessed by the university of Calicut has generated an innovative arena for our student to venture into the vast zone of media. The year's entrepreneurship development club activities spread its dynamism with the Inaugural Ceremony where Mrs. Lino, District Industries Officer, Chavakkad empowered the students with the importance of profession in today's competitive existence. A Legal awareness program was organized by the Career Guidance Cell and N. S. S Unit of our college in collaboration with Thaluk Legal Services Committee Chavakkad with an effective and informative session by Adv. Khaleel Rahman. The participation of more than 140 students from various departments in the EDU EXPO Organized by Microtech events conducted at the Lulu International Convention center on 15<sup>th</sup> of January 2018 was a novel experience leading them towards creating a focus on career advancement. The college facilitates an ambience to mould the students towards independent entrepreneur and to avail flourishing professional possibilities. No. of students benefitted

#### 5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1. WIPRO	50	2	23

#### 5.8 Details of gender sensitization programmes

Sl. No	Programme
1.	Visiting marginalized women at Old age home
2.	International Woman's Day celebration
3.	Poem writing competition on "self-expression"
4.	Making of Docufiction "RakthaPushpam" made by the College in association with TAU Creations on Blessed Martyr Sr. Rani Mariya

	at St. Mary's Cathedral, Ernakulam
5.	Life guidance course for final year students to equip themselves ready to lead a responsible life ahead
6	Departments of English and Functional English, in collaboration with Green Books, organized a National seminar on "Traversing Gender Identity".

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 33 National level International level

Archery Recurve round 3<sup>rd</sup> , Indian Round 2<sup>nd</sup> , Ball Badminton 3<sup>rd</sup> ,Tennis 1<sup>st</sup>

Cultural: State/ University level  National level  International level

Oppana 2<sup>nd</sup> Prize in D Zone & Inter zone, Mohiniyattam 2<sup>nd</sup> Prize in D Zone, Flute 2<sup>nd</sup> Prize in D Zone

## 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	91	5000/-
Financial support from government	998	1,79,950/-
Financial support from other sources	0	
Number of students who received International/ National recognitions	5 National recognition to NCC cadets	

#### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

Exhibition conducted at Institution level:

1. Photofest India 2017 July 1 by Dept of Multimedia
2. Book Exhibition- Aksharathanal by Dept of Malayalam on reading week
3. Book Exhibition-In Collaboration with Green Books on 13<sup>th</sup> & 14<sup>th</sup> December by Dept.of English
4. Book Exhibition- In Collaboration with Green Books on 12<sup>th</sup> February by Dept.of English
5. To know the Economist by Dept of Economics

#### 5.12 No. of social initiatives undertaken by the students at College level: 50

1.	Swap Shop
2.	Making of a short film "Rakthapusppam" by multimedia students.
3.	Awareness class on Anti-Narcotic Day

4.	Participation in Photofest -2017 by students of Multimedia
5.	Free Eye check up camp by Dept. of Zoology in collaboration with Drisyam Eye care hospital, Chavakkad
6.	Kitchen gardening by NSS
7.	Industrial & Field visits
8.	Participation in Programmes in media Channels
9.	Tourism Club activities
10.	Bonding Academy with Industry by B.Voc Pharmaceutical Chemistry
11.	First screening of Docufiction “RakthaPushpam” made by the College in association with TAU Creations on Blessed Martyr Sr. Rani Mariya at her beatification ceremony at Indoor
12.	Workshop on candle making by Chemistry Dept
13.	Blood Donation Camp by Dept of Zoology, NSS in association with Amala Medical College, Thrissur
14.	Social Service Day activities
15.	Exhibition and sale of books in collaboration with Green Books
16.	In connection with Energy Conservation Day celebration, students of Department of Physics conducted a rally in collaboration with Karuna Foundation, Guruvayur and distributed handbooks including tips for energy conservation to the other departments
17.	Press Meet in connection with College Day
18.	Participation in Republic Day celebration
19.	Multimedia Dept Staff and students attended ITFOCK Drama Festival at Kerala SangeethaNadaka Academy
20.	Observing significant Days
21.	Short film competition
22.	Workshops on Paper Bag
28.	Field visits and Industrial visits
29.	Participation in National conferences, seminars, workshops. Film festivals and symposia

30	Observation of state, national and international significant days and organize activities related to them
31	Participation in Quiz/power point Presentation/ Essay writing etc competitions organized by other institutions
32	Participation in Nature Camps
34	Out reach programmes like Visit to destitute, old age homes, and distribution of food kits, collected clothes, medicines etc.
35	Students of many departments have done MHRD summer Internship Programmes and involved in Unnath Bharath Abhiyan at different neighbouring Panchayaths
36	The welfare, extension cell & College Union extended care for the Okhi Victims at Blangad beach and Munakal Kadavu, Chavakkad on 17 <sup>th</sup> November. The Houses affected were repaired and restored with professional help and essential food items, clothings, stationary items & festival cakes were distributed
37	Dept.of Sanskrit Visited Mooppan Colony (situated near to Mammiyoor junction-Guruvayoor Municipality)to conduct a survey on HEALTH AND SANITATION of the Colony.The staff and students visited 36 houses and gave awareness regarding waste disposal and cleanliness on 23rd August 2017.
38	82 Sanskrit learning students were taken to SangeethaNatakaAkadamyTrichur to participate a workshop on Performing Arts- NATYADHARMI –KOOTIYATTA MAHOTSAVAM 2017 organized by Kendra SangeethaNtakaAkademi
39	On 20 <sup>th</sup> June 2017 the N.S.S unit of the College in collaboration with the Guruvayoor municipality conducted a door to door awareness programme on symptoms and preventive measures of various seasonal diseases. They also distributed leaflets.
40	On 14 <sup>TH</sup> AUGUST 2017. N.S.S unit celebrated Onam with other state workers.
41	World Literacy Week was celebrated by the NSS Unit by collecting Study Aids that could be used to teach children Communicative English .The materials were compiled into a book
42	In Collaboration with the Life Palliative care the Volunteers underwent a two day

	training programme on October 14 <sup>th</sup> and 15 <sup>th</sup> on care for the terminally ill and the bedridden.
43	The Rashtriya Sathbhavana divas/National integration Day was celebrated on October 31 <sup>st</sup> . A Run for Unity was arranged to commemorate the Day.
44	walkathon on 17 <sup>th</sup> November and distributed pamphlets to create awareness on blood donation on 16 <sup>th</sup> Nove
45	With a spirit of communal harmony the volunteers visited the Chavakad sub Jail and presented cultural programmes to cheer the prisoners on 22/11 2017. A prepared poster exhibition was arranged on 24 <sup>th</sup> November 2017 with the same theme. A short talk and discussion session was arranged on 24 <sup>th</sup> November 2017
46	AIDS day was observed with a rally, distribution of Leaflets and an effectively delivered street play by the NSS volunteers.
47	Anti narcotic awareness flash mob at Guruvayoor municipal bus stand.
48	Anti-narcotic Awareness rally in cooperation with district Exercise department and Guruvayoor municipality on 6 <sup>th</sup> January 2018
49	Road safety Awareness class in collaboration with Traffic Police
50	NCC cadets & NSS Volunteers observed Alzheimer's day on September 21 <sup>st</sup> and an awareness class was given to the students and a poster making competition was conducted.

### 5.13Major grievances of students (if any) redressed:

Sl.No:	Grievances	Solution
1.	Complaint about Private Buses not allowing to board the bus	The college solved the problem with Police help each Year
2.	Lack of sufficient	New Academic building has started to function

	Space to run new courses	
3.	Proper disposal of waste	The college is Providing bins for putting degradable and non - degradable wastes separately
4.	Financial problems	Help from faculty, Department and Peer group
5.	Family and Health Issues of students	Class in charges take care during the tutorial hours and advice accordingly

**Criterion – VI****6. Governance, Leadership and Management****6.1 State the Vision and Mission of the institution****Vision:**

Be a Centre for Excellence in education; scientific-technological and communicative caliber; moral -spiritual and eco-centric values.

**Mission:**

Strive for a wise, humane, righteous, perfect world of empowered women with Little Flower Values.

**6.2 Does the Institution has a management Information System**

- The College Calendar disseminates preliminary Management information to parents. students & Faculty
- The annual College report is presented by the Principal to the community on the College Day
- The College report is published in the College magazine & distributed to the neighbouring community
- IQAC , Governing Council & PRO publicize needed information
- The College newsletter, 'Assisi Petals' released termly highlights the College activities and current events.
- The important events at the College are made known through News Papers.
- The PTWA and Alumnae gatherings held periodically form platforms for the dissemination of information.
- Feedback generated through various channels are meticulously reviewed and presented to the top management, student council and PTWA for Consideration and further action.
- Transparency in annual report presentation at PTA and general body meetings.
- Regular report presentation in general staff meetings and staff council meetings.
- Website updating conducted regularly

- Report presentation on the college day for the public
- Submission of MHRD Report to the HRD of Govt. of India
- Updation of events in College Website

6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

- |   |
|---|
| <ul style="list-style-type: none"> <li>• Curriculum pattern is designed by the University</li> <li>• Suggestions for improving the Curriculum is specified to Board of Studies</li> <li>• New Curriculum designed for B. Voc. Courses in Pharmaceutical Chemistry &amp; Tourism &amp; Hospitality Management</li> <li>• Innovative approaches undertaken for implementing the Curriculum</li> </ul> |
|---|

#### 6.3.2. Teaching and Learning

- ICT enabled teaching, internal evaluation, remedial coaching, tutorial sessions, Class Tests, Class diary by students and Teacher's diary by faculty, seminars, assignments, Regular Practical, student-teacher interactions.
- Advanced Audio-Visual techniques and Smart Boards are used to supplement the conventional classroom teaching
- Soft skills to enhance Class room learning
- Peer teaching /mentoring is encouraged
- Seminars & workshops to promote societal awareness
- Research oriented Programmes like research paper presentation for students,
- Research projects, Research forum, discussions , debates, manuscript magazines, field trip and study tours are introduced
- Research projects for faculty, Projects for students, paper presentations inside and outside the college and publications by faculty and students are promoted
- Walk With Scholar (WWS). Student Support Programme(SSP) & Additional Skill acquisition Programme(ASAP)

#### 6.3.3 Examination and Evaluation

- Continuous Internal evaluation systems
- Slip tests
- Value education examination by the Christian Chair of the University

- Previous Knowledge Test (PKT)
- Quiz Programmes
- Practical examinations
- Internal & external examinations Projects
- Seminars
- Assignments
- Viva-voce
- Maintain Parents –Teacher –Student rapport as a means of evaluative process

#### 6.3.4 Research and Development

- UGC Sponsored National and International Seminars
- Major and Minor Research Projects undertaken by the faculty under University and UGC guidelines
- Encouraged Faculty to participate in State Sponsored FLAIR Programme
- Faculty is encouraged to go on FDP
- Paper presentations and publications are made on large scale by the faculty
- A number of faculty members function as Research Guides
- Extension lectures are delivered by faculty members
- Research articles are published by the faculty
- Inter disciplinary Research journals *Investigare* of Science Discipline and *Cognitions* of Arts and Humanities are published.
- Research aptitude of the students are encouraged through research oriented activities like Research Clubs, Debate clubs etc.
- Projects for UG and PG Programmes are introduced as part of the curriculum.
- Student Project compilation implemented by various Departments
- Research publications by faculty
- Participation in workshop & seminars
- Organizing seminars
- Workshop and orientation classes for staff and students
- Visits to Research Institutes
- Well maintained Library with inter disciplinary books
- ICT enabled Library with INFLIBNET
- Computer labs

- Major & Minor research projects for faculty
- Faculty encouraged to undertake FDP for M.Phil, Ph.D, Post-Doctoral.
- Inter disciplinary Research Journals *Cognitions* and *Investigare* published
- Research Forum for students and faculty
- Inter University, Inter Collegiate and Inter departmental Paper presentation competitions.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Necessary upgradation of Infrastructural innovations for PG Courses in Zoology & Botany.
- Library committee purchases books as suggested by staff and students
- Automated library & e-library
- N-List access
- Network resource centre
- Computer centre, Multimedia Lab , Studio suite, Shooting Floor
- ICT enabled Interactive class rooms & ICT enabled Departments
- Automated Administration
- Instrumentation room attached to science labs & Biotechnology Lab
- Science Museum and Heritage Museum
- Reading & research Room for faculty
- Rejuvenation of LFRC (Little Flower Research Centre)
- Smart board installation
- Digital Data Filing System
- Punching
- Synergia/e-notice board
- CCTV Cameras
- Online Data Transfer
- Website
- Institutional mail id for all members of staff

#### 6.3.6 Human Resource Management

- On campus single residence facility for women staff.
- Advance payment of salary for guest faculty and management appointed staff on request.
- Reservation of seats for children and wards of the faculty under management

Quota.

- Canteen and Physical fitness facilities.
- On campus medical consultation facility.
- Free use of College infrastructure for research purpose.
- Financial help given from the management fund for emergency requirements.
- Financial help given for construction of houses for non-teaching staff.
- Financial aid provided for treatment.
- Visits of faculty members during special occasions.
- Student support mechanism
- Extension Services
- ROSA
- SWA
- FWA

#### 6.3.7 Faculty and Staff recruitment

- Notified through newspapers and Appointment is conducted according to the University rules in respective of reservation and qualification.
- The appointment of Assistant Professor on Contract is also conducted through Newspaper Notification and appointed accordingly as per the University rules regarding qualification and experience by Appointment Cell Coordinators & respective Appointment Councils

#### 6.3.8 Industry Interaction / Collaboration

Dept. of Multimedia has two industrial interactions

##### 1. ARENA ANIMATIONS

##### 2.TAU VISION WEB CHANNEL

#### 6.3.9 Admission of Students

- Online merit based Single Window admission introduced by the University
- PG Admission is conducted through Online merit based Single Window according to the norms of the University
- Management & Community Quota admissions are executed fairly by the College Admission Committee.
- 

Teaching	√
Non- teaching	√

6.4 Welfare schemes for

Students	<input checked="" type="checkbox"/>
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6.5 Total corpus fund generated

-
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6.6 Whether annual financial audit has been done

☒

Yes

☐

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	UGC University of Calicut	Yes	Governing Council
Administrative	Yes	Indian Audit & Accounts Department, Thiruvananthapuram Deputy Director of Collegiate Education	Yes	Governing Council

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

☐
☒

No

For PG Programmes

Yes

☐

No

☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Change in evaluation mode& Question Patterns
- Internal & External Examinations
- Digitalized format used for uploading of internal marks
- Centralized Valuations Camps
- Common valuation schemes set by the University Model Examination

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA
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#### 6.11 Activities and support from the Alumni Association

- Annual meeting of Alumni members
- Honouring the Retiring Staff and top scorers of University Examinations
- Support and guidance in Academic and non-Academic Activities of students
- Expert Lectures conducted by Alumane members in various Department.
- Information given to former students about the special activities of the dept. eg: - National Seminars / Workshops etc.

#### 6.12 Activities and support from the Parent – Teacher Association

- Regular Meetings
- Financial Support provided for College Development
- Feedback
- Honouring the retiring staff
- Awarding the top scorers of University examinations
- Honouring Academic Excellence of Faculty & College

#### 6.13 Development programmes for support staff

- Training Programmes to encourage and improve academic qualifications
- Welfare funds
- FWA
- Encourage to participate in Orientation, Seminars & Workshops

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Sl.No	Programe	Department
1.	Snippet distribution – 10 tips to help, save the environment in connection with the Environmental Day celebrations in the college	Zoology
2.	Swachatha week in the campus Prior to Swachatha Team Visit	All Departments
3.	Programmes for identification of Butterflies in the Butterfly Park in the college campus	Zoology

4.	Plastic Removal from the campus	Bhoomithrasena club Members
5.	Trees are planted by various departments and clubs during the Vanamahothsava and Environment Day celebrations Community	All departments
6.	Surveyed the flora of the campus and have named and numbered all the trees	Botany
7.	Preparation of seedlings& planting them in various parts of the campus	Bhoomithrasena club Members, Connection club members, NSS & NCC members
8.	Campus cleaning	All Departments
9.	Animal Planet- Finding the Scientific name Community	Zoology
10.	Faunal diversity Register Community	Zoology
11.	Segregation of Degradable and Non degradable disposal of wastes and safe disposal of e waste	All Departments

#### **Initiatives Undertaken for Eco Friendly campus**

- ❖ Keeping pace with the Little Flower Value Eco-Sensibility, we train our students to be sensitive to the needs of the earth and environment.
- ❖ We propagate a respectful co-existence rather than utilization of earth. We have an Eco-Park honouring St. Francis of Assisi, the Patron Saint of Ecology.
- ❖ The College maintains Botanical Garden, Butterfly Garden, Herbal Garden and Vegetable Gardens.
- ❖ The heritage zone named Victoria Park is a beautiful garden in honour of our Pioneers especially Rev. Sr. Mary Victoria the first Principal.

- ❖ The campus records a total number of 780 coconut trees, 179 mango trees and 468 other trees.
- ❖ To conserve energy we have made it a point to use LCD monitors, CFL and LED bulbs.
- ❖ Sustainability principles and practices are instilled in the students through awareness Programmes and seminars.
- ❖ The college has its own high tension transformer of 38 KVA and a Generator, rating 82.5 KW. This provides the campus with uninterrupted power supply.
- ❖ Voltage fluctuation and damage to instruments is avoided through the installation of ELBS, Stabilizers and UPS (5 KVA – 6, 3 KVA - 4, 1KVA-12).
- ❖ Another contribution to the saving of power is by restricting the use of electricity in the College hostel by switching off the main connection for lights and fans during College hours when students are not expected to be in their rooms.
- ❖ A spacious Leisure Tower and benches under trees with sufficient natural light and air is provided for the students to spend their free time in study or other creative work without loss of power.
- ❖ Bio-gas plants are installed for cooking in the college hostel. Solar water heaters are also used here.
- ❖ The solar power backup with capacity of 1KW is utilized as a power source in the Physics laboratory and library.
- ❖ 24 hour power backup is available.
- ❖ A 10 KW solar power unit contributed by the PTWA to commemorate the Diamond Jubilee year of the College paved way for energy conservation in a systematic manner.

- ❖ Rain water Harvesting is done in the Campus is directed into the natural pond within the campus through carefully laid channels. This effectual design envisaged by the management has helped in retaining high ground water table level inside the campus and in the neighbourhood even during summer.
- ❖ The water channels are cleaned and maintained regularly.
- ❖ Rain water is harvested over the science block is collected and stored in synthetic tanks. About 3000lts of water is available usually. All the apparatus used by the students in the Chemistry lab is cleaned using this water.
- ❖ A Cactarium consisting of more than 60 varieties of Xerophytic plants and a green house nurturing a large variety of Pteridophytes are maintained here.
- ❖ An herbal garden with rare medicinal plants is maintained in collaboration with Oushadhi.
- ❖ Minimal or no use of plastic is encouraged. The college collects plastic bags and supplies paper bags to the nearby stores once in a year.
- ❖ Segregation of the waste generated in the campus into bio, hazardous and that can be recycled.
- ❖ Saplings are supplied to students every year as a part of 'Green Campaign'.- Bhoomikkoru Kuda- A State Government initiative
- ❖ Every year a particular area in the nearby locality is adopted and saplings are planted and maintained by the college in these places.
- ❖ Special drainages are provided to direct chemical waste from the labs to a specially constructed closed land fill.
- ❖ E-waste is disposed through outside agencies. We try our best to minimize the use of hazardous polymers for educative or decorative purposes. Plastic waste, CFL blubs

are collected in special pits.

- ❖ Provision is made to segregate and collect waste in different pits.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

#### **Promotion of innovative new generation job oriented courses**

- UGC Add-on courses :Certificate /Diploma/Advanced Diploma
- Self-designed courses functioning in the College (15)
- Teaching & Learning
- ICT enabled classes, Smart Class Rooms, Audio-Visual Room.
- Pre Knowledge test after admission and Special coaching class.
- Continuous evaluation of student progress achieved by frequent test papers,
- Remedial teaching for slow learners
- Enrichment programme for advanced learners
- Industrial visit, study tours, seminars, internships and workshops are promoted
- Scholarships and endowments to encourage students
- NET/SET & Bank coaching classes for P.G. students
- Effective tutorial system and Student Mentoring system
- Internet facility provided for wider reference work and better learning experiences.
- Innovative project works endorsed
- Students are provided with advanced facilities like Language lab, Video editing suits, Audio recording studio, and Preview theatre.
- Self-Transformation Centre-Living in Harmony for Psycho-Spiritual communicative self- Training.
- Teaching strategy is communicated to the students at the commencement of each semester. An overview of the year is presented by the college calendar.
- Special care is taken to update the library
- Availability of INFLIBNET
- Notes on different topics based on the syllabus are uploaded in the website for students
- Identification of Butterflies visiting the butterfly garden by students

- Faunal diversity Register
- Animal Planet- Finding the Scientific name
- *Scientia*- Current Information Corner by the Department of Zoology
- IMPULSE – student project compilation
- REFLECTIONS – Journal article review by students
- COGNITIONS & INVESTIGARE- Bi-yearly Arts & Science Research Journals
- International, National and Regional Seminars and Paper presentations
- Extension of heritage museum
- A National Level Lecture Demonstration on *Gotipova* an Odissi Art Form Was
- Peer group study.
- Economic Forum
- English Research Forum for Students
- Inter departmental Faculty Research Forum
- Cultural Incubation Centre
- Certificate course in Research Methodology'

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

IQAC prepares an Action Plan at the beginning of the year with the details of the programmes to be organized by all the departments. IQAC also collected monthly reports and discussed improvements in staff meetings, necessary actions are taken and help provided to see the programmes that are organized as scheduled in the year plan. (Action Plan attached as Annexure 2)

7.3 Give two Best Practices of the institution

We initiated Benefactor's club – BENELF including the well wishers of Little Flower College and we started participating in National Institutional Ranking Framework under MHRD

### **Best Practice 1**

### **Facilitation of Women Empowerment through Media Production**

The University offers choice based credit semester as a pattern for all Programmes with the syllabus that is preset by the university. The academic innovations are basically restricted to

programme offered both at PG and UG level. The College Management felt the need to promote innovative Programmes that would break the barriers of gender and encourage inclusion through student diversity and access to the latest technology.

### **Goal:**

- Equity, inclusion and de-elitizing technology for women.
- Empowering women through new generation job opportunities and self -employment.
- Introduces students to the exciting world of innovative skills.
- Enable students to work with a variety of software including programs used for sound and video production, multimedia presentations, web and desktop publishing, and photo & image editing.
- Equip them to complete individual and group projects utilizing interactive methodologies and utilize their creative visions into projects.
- Familiarize with entertainment industry which commands job market
- Create self -actualized independent women.
- Contribute to community development.
- Promote self -employment and self- reliance.
- Steer social change through value added media productions.

### **The context**

The College embarked on the ambitions journey to empower the women of Kerala who are to an extent discriminated through poor access locally to Programmes that are doing wonders in the job market. Lack of ample job opportunity after graduation is the greatest problem faced by the new generation. This creates despair, insecurity and lack of interest in life among them. The social intervention through highly technical courses like M A Multimedia, PG Diploma in Virtual Communication and ADD ON Courses like Television and Video Reporting have opened the vistas of new generation jobs like Film making, Journalism, Reporting and technical one's like Editing , Shooting , Directing and Casting, Graphics and animation.

Today is the age of Multimedia. Formerly this field was man dominated. Now the scenario is changing and women show interest to enter into its fascinating opportunities. Parents and society show inhibition in allowing our students entering media courses outside. So the College opens door for interested young women to study such courses through these new courses. We share a major part of our life with Multimedia or it is flooded by elements of high technology.

Multimedia provides different content forms such as audio, video, text, images, and animation and hence is important in the society for use in business, education, and entertainment purposes by providing learning. Changes in communication technologies and media industries have led to the emergence of novel career opportunities. Media studies was initiated in the college to cater the needs and equip women for new career opportunities such as journalism, advertising, video editing, animation, graphic designing etc. The local stake holders are gradually realizing the huge potential unleashed by the creative innovation of providing a convenient platform at their doorstep to step in to world of global opportunities.

### **The practice**

The Department of Virtual Communication/Multimedia is furnished with sufficient infrastructure. It has its own shooting floor, video editing suite, audio recording studio, animation lab, video cameras, still cameras etc. We create a professional media working atmosphere and by the end of the course the students comprehend current efficient design solutions and established standards for multimedia, and gain experiences in multimedia processing. The short term courses offered are Multimedia Foundation Course, Graphic Design, Film Editing, Digital Illustration, Television and Video Production. The Department also offers PG course in Multimedia.

### **Evidence of success**

- ❖ Women entry in media field
- ❖ 100% placement
- ❖ Short films shoot & documentary every year

### **Problems Encountered**

Problems encountered are hurdles that the college has successfully countered. The initial programme PG Diploma in Virtual Communication was warmly welcomed by the stakeholders who were happy with the proximity of access to technology for their wards. The high monetary investment as a self- financing course soon waned their enthusiasm. The college took special efforts to introduce M.A Multimedia as an aided course there by proved to be more of a relief to the less privileged of the locality. Our institution is the first and only college to offer aided M.A Multimedia programme in Kerala. The curriculum and syllabi was designed by the college and approved by the University for the PG Diploma in Virtual Communication course as well as the

Add –On courses Media Reporting and Editing, Television and Video Production and Multimedia foundation course.

The assurance of numerous employment avenues has buoyed up the sentiments of the faculty and students. The enrollment to the PG course is set to increase in the coming years. The social intervention strategy to upstart an equitable and inclusive education to all especially the less privileged among the gender sensitive is satisfying as well as challenging.

- Less accessibility to the main stream media in the present scenario.
- Lack of awareness about this course in the society for women.
- Enthusiastic students but unwilling family.

### **Resources**

- Qualified Staff
- Professional multimedia studio
- Classes by professionals/experts from the media field
- Workshops
- Field trips
- Internship in media enterprises, channels and studios
- The constant need to update the technology to make the programme relevant and viable is a hurdle that the institution has to face down the years. We sincerely hope good seed money will help us tide over the challenge by being more enterprising and exploring new avenues for internal fund generation.

### **Best practice 2**

#### **Social Commitment, The New Age Manthra For Value Education**

The college is unique with its own specially designed Social Extension Programmes to uphold the LF value – “SOCIAL COMMITMENT”, apart from the common social extension activities like Anti- plastic Awareness Programmes, Literacy Programmes, blood donation camps, saplings distributions etc.

### **Goal:**

- Inclusion, Equity, Social responsibility are the core values for a just society

- To make students sensitive and responsive to social problems.
- Holistic development of young women
- To prepare young women architects of ideal families
- Create Social Commitment
- To strengthen the bond between society and institution
- Form closer Teacher-Student-Parent bond

### **The context**

The College was established for the up-liftment of the neighbourhood through women higher education. The institution was constituted in 1955 to dispense quality education to the under privileged women of the neighbourhood, that faced the dire need for higher education of women. Victory Centre- a centre for differently- abled young women was established named after our first Principal Sr. Victoria, to ensure imparting attitude of social responsibility to the students by caring and sharing the cultural training of differently- abled. Assisi Social centre too ensures economic security to the less privileged women of the locality by offering a livelihood. The college extension activities are initiated to empower our students to be strong enough to face the challenges and tackle the hurdles with a prudent mind.

### **The practice**

The Victory centre took under its wing the aurally, orally and physically challenged young women to train them in tools for self-reliance like tailoring, printing, binding, computing, photocopying and handicrafts etc. The Victory centre is assisted with a government grant and scholarships to its students as well as from benefactors like the Lillian Fonds of Netherlands. Assisi Social Centre caters to the day to day needs of the women of the financially backward families of the locality.

The College is always willing to stretch its helping hands to the poor and needy of the locality. The Institution has adopted ward 16 of the municipality. The College also takes care of the other State labourers and their family located in Choolpuram under the Reader's Club. The students are encouraged to address the special needs and requirements of each colony. Funds are generated through innovative means to attempt necessary solutions that are universally accepted. The strong management, staff and 44 Clubs, Associations and Cells monitor the social commitment activities. The students from different streams and subjects are encouraged to study

the problem which appeals to them and then attempt to necessary solutions. In the case of relevant cases the college provides moral and financial support

### **Evidence of success**

- Developed emotional maturity in students to face crisis
- Created awareness in students about the harsh faces of life
- Provided skills for life feasibility
- Encouraged students to take part in societal development and services
- Instilled fellow feelings with the less privileged
- Inculcated positive behavior towards people in need or difficulty
- Reinforced the thought of responsibility in the young generation
- Contributed to the holistic development of the society

### **Problems Encountered**

The challenge of handling live situations prompts the students to behave and develop an attitude that is ideal. The young impressionable minds tune to the high moral values and ethics needed to gain the trust of the members of the colony to help them raise their level of awareness towards a plethora of issues confronting them. The students attempt to solve issues like laying temporary roads for better transportation, solid waste management, plastic eradication and Anti Narcotic awareness.

- Lack of fund.
- Lack of time to cater much more service to the society.

### **Resources**

- Management
- Staff
- Students
- PTWA
- Clubs
- Funds
- The Social extension Programmes under the aegis of various cells like the NSS, NCC, AIACHE and Departments all have proved to be a great success. The appreciation of the students efforts are well documented in the municipality. The collaborations and linkages prove the need for the human resource that is freely available in the institution. The right attitude and positive outcome has pushed up the number of Programmes conducted each year.

### **Extension Activities of the Year**

1. Students of many departments have done MHRD summer Internship Programmes at different neighbouring Panchayaths
2. Launching of Unnath Bharath Abhiyan
3. The College contributed premises for the construction of a public bus stop
4. The welfare, extension cell & College Union extended care for the Okhi Victims at Blangad beach and Munakal Kadavu, Chavakkad on 17<sup>th</sup> November. The Houses affected were repaired and restored with professional help and essential food items, clothings, stationary items & festival cakes were distributed.
5. Dept of Zoology conducted a free Eye check up camp in association with Drisyam Eye Care Hopspital , Chavakkad for the whole staff & students
6. Dept.of Sanskrit Visited Mooppan Colony (situated near to Mammiyoor junction- Guruvayoor Municipality)to conduct a survey on HEALTH AND SANITATION of the Colony.The staff and students visited 36 houses and gave awareness regarding waste disposal and cleanliness on 23rd August 2017.
7. 82 Sanskrit learning students were taken to SangeethaNatakaAkadamyTrichur to participate a workshop on Performing Arts- NATYADHARMI –KOOTIYATTA MAHOTSAVAM 2017 organized by Kendra SangeethaNtakaAkademi
8. On 20<sup>th</sup> June 2017 the N.S.S unit of the College in collaboration with the Guruvayoor municipality conducted a door to door awareness programme on symptoms and preventive measures of various seasonal diseases. They also distributed leaflets.
9. On 14<sup>TH</sup> AUGUST 2017. N.S.S unit celebrated Onam with other state workers.
10. Joining hands with the Ministry of Youth and Sports to welcome and cheer the FIFA - U17 world cup under 17 football tournament being held in the state,
11. World Literacy Week was celebrated by the NSS Unit by collecting Study Aids that could be used to teach children Communicative English .The materials were compiled into a book.
12. In Collaboration with the Life Palliative care the Volunteers underwent a two day training programme on October 14<sup>th</sup> and 15<sup>th</sup> on care for the terminally ill and the bedridden.
13. The Rashtriya Sathbhavana divas/National integration Day was celebrated on October 31<sup>st</sup>. A Run for Unity was arranged to commemorate the Day.
14. Kerala Piravi was celebrated by the Volanteers in the Biodiversity Park on Nov 1<sup>st</sup>.

15. Commemorating Neheru's Birth day and Children's Day a talk on Prolife was arranged on November 14<sup>th</sup>. The Resource person Sr. Rinet Jacob, Nurse, Mary Immaculate Hospital, Engandiyoor spoke on the preciousness of life.
16. The Volunteers went on a walkathon on 17<sup>th</sup> November and distributed pamphlets to create awareness on blood donation on 16<sup>th</sup> November.
17. Liquid Love 2017-Blood donation camp was organized in collaboration with the department of Zoology and Amala Blood Bank on 17<sup>th</sup> November.
18. The week from 19<sup>th</sup> to 25<sup>th</sup> of November was celebrated as the communal harmony week. The students had initially had initially bought the flag day stamps and the contribution was sent to the national Foundation for communal Harmony. A water colour painting contest was arranged in the college on 20<sup>th</sup> November 2017. The theme of the contest was "communal harmony". A flash dance and song item was presented by the volunteers emphasizing the joy of unity. With a spirit of communal harmony the volunteers visited the Chavakad sub Jail and presented cultural programmes to cheer the prisoners on 22/11 2017. A prepared poster exhibition was arranged on 24<sup>th</sup> November 2017 with the same theme. A short talk and discussion session was arranged on 24<sup>th</sup> November 2017. Ms Jeena Mariot Xaviour, Assistant Professor, Dept of Economics, spoke about the significance of Communal harmony. The students were asked to discussion practical steps to avoid communal discomfort.
19. AIDS day was observed with a rally, distribution of Leaflets and an effectively delivered street play by the NSS volunteers.
20. 5<sup>th</sup> Jan 2018 anti narcotic awareness flash mob at Guruvayoor municipal bus stand.
21. Anti-narcotic Awareness rally in cooperation with district Exercise department and Guruvayoor municipality on 6<sup>th</sup> January 2018
22. 26<sup>th</sup> Jan Republic Day Parade 1<sup>st</sup> place for the parade in Guruvayoor municipality. On Jan 12 th World youth day was celebrated. On Jan 31 Martyr's day was celebrated
23. .On February 6<sup>th</sup> visited oldage home.
24. On 15<sup>th</sup> March 2018 Road safety Awareness class in collaboration with traffic police
25. NCC cadets & NSS Volunteers observed Alzhimer's day on September 21<sup>st</sup> and an awareness class was given to the students and a poster making competition was conducted.

#### 7.4 Contribution to environmental awareness / protection

- ❖ Little Flower College was the only College from Kerala shortlisted for Institutional Swachatha Ranking 2017
- ❖ As an initiative to motivate the younger generation to return to agriculture a class on Agriculture: Kitchen Gardening was organized for the NSS volunteers on 22nd July 2017. Sri SundaramC, Asst .Agricultural Officer, S D O Chavakad was the resource person. Booklets on kitchen gardening were distributed to the volunteers.
- ❖ On 21<sup>st</sup> July Bhoomithra Sena club conducted a seminar on medicinal plants and their conservation and uses
- ❖ On the 1<sup>st</sup> of August the Volunteers pledged a SwachathaShapath as part of the swachathapakhwada observance. A talk on waste management and sustainable development was arranged for the volunteers on 2<sup>nd</sup> August 2017. Sr.Lovely Jacob A ,Asst Prof Department of Chemistry was the resource person.
- ❖ On 5<sup>th</sup> august 2017 N.S.S volunteers took part in the meeting on sustainable development and rally at Swaraj ground .
- ❖ On 3,4 August 2017 NSS unit took up cleaning in the campus.
- ❖ On 6,7,8 of August the N.S.S unit visited the participatory village and wards for door to door campaign on swachatha.
- ❖ On 11<sup>th</sup> & 12<sup>th</sup> of August the unit cleaned the road in front of the college and the bus stop and Agadimandiram and anganwadi
- ❖ NSS Unit contributed two rabbits to the biodiversity park on October 2<sup>nd</sup>
- ❖ Department of Sanskrit observed
  - Environment Day “हरितोत्सवम्” “with Depts of Hindi and Malayalam on **June**
  - A tree to my friend. - Exchange of trees among students.
  - Pledge -Protection of Nature
  - द्रुतकवनम्-Incidental poetry on the topic Green Earth.
  - Environmental Short film and Documentry fest-हरितम्
  - हरितम् प्रदर्शिनी-Eco-friendly exhibition.
- ❖ On June 5 ,World Environment Day, the NCC cadets under the guidance of Captain.Sophy Jacob, ANO planted saplings in the college campus.
- ❖ NCC Cadets undertook a cleaning programme at Punnathoor road, in connection with Swachhbharat on 2<sup>nd</sup> October 2017.Flashmob and street play was presented giving out the message of “swachh bharat sundhar bharat”.

- ❖ Dept of English organized an interdepartmental competition, “Green Village Concept” on 05-06-2017. A swap shop was arranged on 07-06-2017 and released a book called ‘Natures’ Petals’, which is a collection of creative art by the students of English. The ceremony was inaugurated by Smt. Seema Suresh, a nature photographer.
- ❖ Dept of History conducted a symposium and Caption Making Competition in connection with World Environment Day. Both students and faculty members attended world environment activities conducted by the College auditorium and planted trees in the campus.
- ❖ The Dept of Economics organized Environmental Day Celebration on 5<sup>th</sup> June 2017 with an awareness class and department wise quiz competition
- ❖ Dept. Of Chemistry celebrated World Environment Day and Ozone day by giving awareness to students by conducting various competitions
  1. Photography competition - “NjanumMazhayum.
  2. Power Point Presentation on Ozone day
  3. Making House hold articles from waste material
- ❖ Dept of Botany organized a seminar on Biodiversity conservation . As a part of Mangrove Day celebration, students and staff of Botany department visited Chettuva mangrove forest. A study trip was organized to Silent Valley for the MSc. students of both first and second year on August 14. A one day field visit to Nilambur Teak Museum for the PG and Final year U.G students was conducted by Herbocollegium. Herbocollegium organised a State level seminar “*Cognizance onbiome heterogeneity*” sponsored by STEC on 26<sup>th</sup> October, 2017. The seminar was inaugurated by Dr. Sasidharan, Emeritus Scientist , KFRI Peechi followed by a seminar on *Floral Biodiversity of Kerala . Biodiversity Conservation Strategies of National Parks of Kerala* was discussed in the second technical session lead by Mr. ManojBalakrishnan, Wild Life assistant, Silent Valley National Park. The third technical session was handled by Dr. P. Pramod, Principal scientist, SACON, Coimbatore on *Faunal Biodiversity of Kerala*.
- ❖ BHOOMITHRA SENA and CALLOW CLUB activities started on July 25th and the club distributed seedlings of various fruit trees to the club members . As a part of world environment day celebration an awareness class on *why to protect nature* was organized in collaboration with NSS and college union. Mr.AbdulKhader, MLA inaugurated the function The class was conducted by the environmentalist, Mr. Manoj Parempadam. Mango seedlings were distributed to the HODs of various departments in our College. Dr. Valsamma V.T. and two students from II DC Botany attended one day training

programme of Bhoomithrasena club at St. Xaviers College, Aluva on 25<sup>th</sup> November, 2017.

- ❖ The Dept of **Zoology** began eco-friendly activities with planting saplings of host and nectar plants of butterflies in the butterfly garden on Environment Day .On June 12<sup>th</sup> an interdepartmental quiz on biodiversity and conservation was conducted for U G students.
- ❖ In connection with Ozone Day an inter departmental Quiz and Poster Competitions were conducted.
- ❖ Dept of B.VOC Tourism and Hospitality Management celebrated World Environment Day on June 5, Monday,2017. The students planted trees in the campus. The department participated Swatch Bharat Paryatan , an all India campaign organised by Ministry of Tourism ,Govt. Of India and Indian Institute of Travel and Tourism Management(IITTM).Sixteen students from the department were selected as volunteers and actively participated the awareness programme conducted on January 9,2018.

7.5 Whether environmental audit was conducted?      Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

### SWOC Analysis

Response from staff, students, well wishers and employees were considered for feedback. Questionnaire was used to get the feedbacks which consisted of those questions which are essential to know the strength and weakness of institution, teachers, management and the infrastructure. Questions were of objective type on four point scale i.e v.good, good, satisfactory and unsatisfactory.

Strength	Weakness	Opportunities	Challenges
Auditorium with new sound system , Gardens, Many woman empowerment programmes like , Driving Classes, Yoga & Karate classes Green campus initiatives	Counseling facility	New courses	Student dropout due to marriage and maternity

Discipline	Career guidance	Research initiatives and need for research departments	Govt. policies promoting self-financing courses
Campus atmosphere	Vehicle facility	Campus interviews	
Approachability to the management	Lack of job oriented courses	Audio visual aid in teaching	
Extra-curricular activities		Energy conservation measures	
Relation between students and Dedication of the staff		Skill orientation of courses	

### **8. Plans of institution for next year**

- ❖ International student Enrolment under 'Study in India' Programme
- ❖ Achieve Autonomous Status for the College
- ❖ Achieve Centre for Excellence
- ❖ To be top ranked in NIRF
- ❖ National and International seminars
- ❖ One Major research Project for each department and increase the number of Minor research projects
- ❖ International and National publications in Scopus , Web of Science And listed journals of UGC
- ❖ Water analysis unit by the Department of Chemistry
- ❖ Updating advanced ICT Resources
- ❖ To achieve 100% of renewable green energy in the campus

- ❖ To enhance targets for NET achievers
- ❖ University registered Research Centres
- ❖ Utilization of FLAIR opportunity
- ❖ Ph. D for all faculty
- ❖ Participation in training Programmes of other institutions by faculty
- ❖ More Academic Extension Activities
- ❖ International student exchange Programme
- ❖ Students projects in collaboration with Research Institutes
- ❖ Increase in the number of student placements
- ❖ Organize external funded International and National Seminars by the Department
- ❖ Participation in more International and National conferences and
- ❖ Workshops by faculty and students
- ❖ Distributing tissue culture developed plantlets of cultivated plants to
- ❖ Local population by the Botany Department
- ❖ STUDENT MENTORING PROGRAMMES : TOEFL/IELTS Coaching
- ❖ Mother PTA
- ❖ More innovative and unique Student Support Programme and Walk with a Scholar Programmes
- ❖ Invited talk as part of OSA lecture series to mothers & students on Women education
- ❖ Clean and Eco friendly Campus initiative Programmes

*Name*

Dr.Thanuja A Mathew

*Name*

Rev. Sr. Dr. Thresiamma Dominic M

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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#### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme

CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

**ANNEXURE -1**  
**ACADEMIC CALENDER 2017-18**

1/6	College Reopening- General Staff Meeting V <sup>th</sup> Sem, III <sup>rd</sup> Sem UG & III <sup>rd</sup> I sem PG Classes begin
5/6	<ol style="list-style-type: none"> <li>Planting of saplings in the college campus by students, NCC cadets &amp; NSS Volunteers</li> <li>Dept of Indian Languages World Environmental Day Celebration  <b>“हरितोत्सवम्”</b>  A tree to my friend. - Exchange of trees among students.  Pledge -Protection of Nature  <b>द्रुतकवनम्</b>-Incidental poetry on the topic Green Earth.  Environmental Short film and Documentry fest-<b>हरितम्</b>  <b>हरितम् प्रदर्शिनी</b>-Eco-friendly exhibition.</li> <li>Dept of English organized an interdepartmental competition, “Green Village Concept” on 05-06-2017.</li> <li>Dept of History conducted a symposium and Caption Making Competition in connection with World Environment Day.</li> <li>The Dept of Economics organized Environmental Day Celebration with an awareness class and department wise quiz competition</li> <li>Dept. Of Chemistry celebrated World Environment Day by conducting various competitions like Photography competition - “NjanumMazhayum. And Making House hold articles from waste material.</li> <li>The staff &amp; students of Dept of <b>Zoology</b> planted saplings of host and nectar plants of butterflies in the butterfly garden</li> </ol>
5/6 to 8/6	Department of Multimedia organized a State Level Seminar, “MEDIA & JOURNALISM” Making of a short film “Rakthapusppam” by multimedia students.
7/6	<p style="text-align: center;">A Swap Shop</p> Releasing of the book ‘Natures’ Petals’ - Collection of creative art by the students of English. <p style="text-align: center;">As a part of VayanaVaram JAM on the topic ‘e-books’</p>

28/6	Department of History conducted an awareness class on Anti-Narcotic Day
1/7	Participation in Photofest 2017 by Dept of Multimedia
5/7	Induction ceremony of first year UG students
	FCC Block blessing
	PTA honouring the College for achieving 49 <sup>th</sup> position in NIRF Ranking 2017
6/7	Poster making Exhibition on “Poster Making on Social Media” Talk on “Basic Skills in Computer Application” for SSP Programme by Mr. Justin James, faculty of computer science department, LF College.
8/7	College Management for achieving 49 <sup>th</sup> position in NIRF Ranking 2017
12/7	Workshop on Plant identification, classification and preparation of key for plant identification
17/7	Free Eye check up camp by Dept. of Zoology in collaboration with Drisyam Eye care hospital, Chavakkad
21/7 to 24/7	2 <sup>nd</sup> sem PG university exams
22/7	Kitchen gardening by NSS
25/7	Inauguration of Bhoomithrasena club & seminar on medicinal plants and their uses
26/7	Talk on “Health and Hygiene by Dr. Thanuja A Mathew of Zoology for SSP Programme
	Field visit to Rajah island by Botany Dept. in connection with World mangrove Day
27/7	A stamp designing competition in connection with second death anniversary of Dr. A.P.J. Abdul Kalam.
	A stamp designing competition in connection with second death anniversary of Dr. A.P.J. Abdul Kalam.
	Observing Reading week
29/7	National seminar on “Nanomaterials for medicinal applications”
31/7	In connection with Golden Jubilee Celebration the Department of history conducted a State Level Seminar on the topic “Historiography and Kerala: A

	Journey from Sangam Age to the Contemporary Scenario”
4/8 to 16/8	4 <sup>th</sup> sem PG university exams
5/8	Industrial visit of Commerce Dept
8/8	Onam Programme shoot by ASIANET Channel
9/8	Release of College Magazine
11/8	Media Club was inauguration Video presentation on Patron of Saint Clare.
14/8	A poem writing competition on “self-expression”
15/8	Independence Day Celebrations
17/8	Freshers’ Day
25/8	Union & Arts Club Inauguration
30/8	Onam Celebration
31/8	Inauguration of bus stop College closed for Onam Holidays
13/9	College reopened after Onam holidays
20/9	The inauguration of the Economics Association Talk on Carrier Possibilities and chances of studying Economics.
22/9	The inauguration of Commerce association
26/9	The Tourism Club conducted a seminar on “Relevance of Tourism in Kerala”. Golden Jubilee meet of Dept.of History
27/9	Observation of World Tourism day * Tourism Quiz competition
11/9 to 25/9	2 <sup>nd</sup> sem UG university exams
28/9 to 30/9	Pooja Holidays
10/10	In connection with Space week, a power point presentation competition and a still model competition was conducted by Dept.of Physics.

11/10	Seminar on Bonding Academy with Industry by B.Voc Pharmaceutical Chemistry
20/10	Chocolate fest
21/10	Principal's day & Patron Saint's Day celebration
23/10	Mask making competition Talk on "Pro-Life" by Sr. .Rinet Jacob, MI Hospital, Engyandiyur
24/10	Inauguration of Computer Science Association and a talk on "Artificial Intelligence". Model Exam of 5 <sup>th</sup> Semester students begins
25/10	Mathematics Association Inauguration Talk on "From Geometry to Calculus". Releasing of Manuscript Magazine "GanithaDalangal- Vol. 7: College hosted Block level competition of Mathrubhumi – Federal Bank Inter collegiate debate competition
26/10	STEC sponsored State level seminar Cognizance on Biome heterogeneity
27/10	Alumna Gathering
1/11	The inauguration of Malayalam association and folklore Club Seminar on New Perspectives of Modernism. Seminar on Pertinence of Folklore in the present Scenario Department of History published a student Magazine 'Historia-2017-18'
2/11	The inauguration of Economics association Seminar on Research Methodology and Career Development .
4/11	Releasing of Docufiction "RakthaPushpam" made by the College in association with TAU Creations on Blessed Martyr Sr. Rani Mariya at St. Mary's Cathedral, Eranakulam
6/11	One day work shop on the topic Research Methodology organized by Dept of Economics First screening of Docufiction "RakthaPushpam" made by the College in association with TAU Creations on Blessed Martyr Sr. Rani Mariya at her beatification ceremony at Indoor

8/1 to 12/1	3 <sup>rd</sup> sem PG university exams
12/11	PTA General Body
14/11	Seminar on Career Prospective organized by Dept of Computer Science
15/11	Workshop on candle making by Chemistry Dept
16/11	Blood Donation Camp by Dept of Zoology, NSS in association with Amala Medical College, Thrissur
	Regional seminar on Income Tax Law and Practice by Dept of Commerce
17/11	Chemistry Association inauguration Seminar was organize on “Pilotscale Production of Biodiesel over Catalysts derived from low cost materials”.
20/11 to 7/12	5 <sup>th</sup> sem university exams
21/11	Workshop on Placement readiness for Graduates by Dept. of Commerce
23/11	Model Exam of 2 <sup>nd</sup> and 3 <sup>rd</sup> sem students
24/11	The inauguration of Computer Science association Seminar on Artificial Intelligence
25/11	College hosted All Kerala Painting Competition conducted by NCI Metro
	The inauguration of Physics association Seminar on Fiber optic sensors.
27/11 to 29/11	Annual Retreat for students
5/12	Seminar on ”GST AND ITS PRACTICES”
12/12	Social Service Day
13/12 to 14/12	Two day National seminar “Colour” Organized by the Departments of English and Functional English. An exhibition and sale of books by Green Books Department wise Giant Art Sculpture Making Competition Releasing of two books “Elior”, a collection of poems by the students and teachers on the topic ‘woman leader’, as a tribute to the Principal,

	Rev.Sr.Dr.Treesa Dominic ; and “Matiz”, a collection of research papers
14/12	In connection with Energy Conservation Day celebration, students of Department of Physics conducted a rally in collaboration with Karuna Foundation, Guruvayur and distributed handbooks including tips for energy conservation to the other departments.
15/12	The inauguration Botany association Seminar on Biodiversity conservation- Challenges and Opportunities of Kerala Observation of World Computer Literacy Day & Seminar on from e-governance to m-governance
20/12 to 12/1/18	3 <sup>rd</sup> sem university exams
21/12	In connection with the National Mathematics day , Interdepartmental poster making competition on “Everyday Mathematics” for Degree students Participation in ITFOK International Theatre festival of Kerala conducted by Sangeetha Nataka Academy
22/12	College closed for X’mas holidays
4/1/18	College reopened after X’mas holidays
23/1	Press Meet in connection with College Day
26/1	Republic Day celebration
27/1	63 <sup>rd</sup> College Day Celebration & inauguration of Diamond Jubilee Block
29/1	Multimedia Dept Staff and students attended ITFOCK Drama Festival at Kerala SangeethaNadaka Academy
30/1	Gandhi Martyrdom observance
31/1	Staff send off
3/2	Convocation Day
4/2	Observing World Cancer Day

6/2	UG and PG students staff of multimedia attended Photography Workshop at St. Mary's College, Thrissur.
12/2	Short film competition and Third International Film Fest. Departments of English and Functional English, in collaboration with Green Books, organized a national seminar on "Traversing Gender Identity". . An exhibition and sale of books by Green Books
14/2	Blessing of Diamond Jubilee block
15/2	Annual Sports Meet
16/2	Workshops on Paper Bag by Dept of Chemistry
16/2 to 21/2	1 <sup>st</sup> sem PG university exams
18/2	Model Exam of 6 <sup>th</sup> sem students
26/2 to 9/3/18	1 <sup>st</sup> sem university exams
1/3	Interdepartmental College Fest-FESCO organized by Dept of Commerce
6/3	Departmental Mathematics Quiz
8/3	Departmental Statistics Quiz Competition.
16/3	Model exam of 2 <sup>nd</sup> & 4 <sup>th</sup> sem students begins
10/3	Farewell & family Gathering
19/3	State level seminar on Faculty enrichment " Incubation of future Research Leaders"
26/3 to 28/3	National workshop on Scholastic Interrogations on New methodologies of NAAC
28/3	College closed for summer holidays
1/6/18	College reopened after Summer holidays
8/6 to 14/6	Model exam of 4 <sup>th</sup> sem PG

**ANNEXURE - 2**  
**ACTION PLAN 2017-18**

Month	Activity
June	World Environmental Day Celebration by Bhoomithrasena Club
	Caption Making Competition
	Eco Club Activities In The Campus
	-Planting Saplings In The Campus
	Green Village Concept Contest
	Swap Shop
	Book Release- Nature's Petals
	Live Green Love Green Documentary And PPT Competition
	Inauguration Of Research Forum – MEDUSA
	JAM- Part Of Reading Week- Topic E-Book
	Theatre Club-MEDUSA
	Photo Exhibition – Wild Life
	Film Screening
	Work Shop - State Level – Iriso
	Short Film Production

	Photo Fest Visit
	<i>Vayanavaram</i> -Awareness Seminar And Reading Contest And Extempore Speech Competition
	Anti Narcotic Day--Awareness Seminar
	Department Staff Meeting- First Week Of Every Month
	Yoga Day Celebration
July	Inauguration Of Creative Forum – PEGASUS Creative Forum, Collage, & Poster Exhibition
	World Chocolate Day – Chocolate Fest
	Media Seminar
	Chat With Celebrity
	Campus Cleaning Cum Gardening
	Inter Departmental Debate And Discussion Competition On Population Growth.
	Invited Talk On GST
	<i>Vanamahotsavam</i> – Eco Club Activities At Old Age Home, Kottappady --( Planting Seedlings )
	Herbal Gardening In The Campus
	‘Kanivu – 2017-16 ‘ ( Student Welfare Fund Collection)
	Edumate Activities - Opening Of Dress Bank
	Anti- War Campaign – Historical Club Activities – Debate
	Poster Making Competition
	II Sem. M. Sc. Model Examination
	IV Sem. M. Sc. Model Examination
	International Day For The Conservation Of The Mangrove Ecosystem- <i>Herbo Collegium</i> And Callow Club Awareness Class
	Visit To Chettuva Mangrove Forest
	Tuesdays-Plastic Removal From The Campus And Cleaning Of Water Harvesting Unit Of The Campus By Bhoomithrasena & Callow Club Members
August	Celebration of Media Week
	Media Day

	Media Game
	1 <sup>st</sup> Internal For III & V Semester
	Plastic Removal From The Campus By <i>Herbo Collegium</i> , Bhoomithrasena & Callow Club Members
	Historical Club Activities
	Placard Making Competition In Connection With Hiroshima Day
	Quiz Competition In Connection With Independence Day
	Exhibition And Documentary in Connection With Independence Day
	Independence Day- Celebrations
	Eco Club Activities
	Onam Celebration
	MPTA
	Peer Group Teaching
	Onam Celebration With The Destitute In The Neighboring Hood
	Certificate Course In Analytical Techniques
	Detergent Making
	Association Inauguration
	Lecture Series
	Savings Day Exhibition, And Collage Making
	Short Story Study
September	Teachers Day Celebration
	Educare Activities
	Quiz Competition – Tourism Club
	Tour Fest, Tourism Club Inauguration
	Industrial Visit And Survey
	Visit To Old Age Home
	Lecture Series
	Celebration Of International Ozone Day- <i>Herbo Collegium</i> & Bhoomithrasena Club
	State Level Seminar
	Posture Presentation & Exhibition
	Athapookkalam - Department Wise - <i>Callow Club</i> Plastic Removal By <i>Herbo Collegium</i> , Bhoomithrasena & Callow

	Club Members
	Teachers Day Celebration
	World Ozone Day Celebration
	Paper File Making
October	Short Film Fest
	Documentary Fest
	Gandhi Jayanthi Week Activities –Pushparchana On Statue Of Gandhi
	Observed Senior Citizen Day
	Educare Activities
	National Seminar On “ Women Participation In The Freedom Struggle “ & Association Inauguration
	Postal Day – Philately Exhibition
	Food Fair – World Food Day
	Symposium In Connection With UN Day
	Attending Seminar/Workshop/Conference
	Workshop On Android
	World Food Day celebration & Class On Food & Nutrition
	2 <sup>nd</sup> Internal Exam For III And V Semester Students And 1 <sup>st</sup> Internal Exam For I Semester Students
	1st Internal Of PG 1st And 3rd Sem
	Class PTA –II DC
	National Seminar
	Chemistry Quiz “Kitchen Chemistry” For Teachers
November	Transgender remembrance Day Pro Transgender Campaign
	Poster Making
	Camera Exhibition
	Multimedia Calendar
	Reporting Competition
	Visit Press
	Kerala piravi - Releasing Manuscript
	National Integration Week – Seminar & Competitions
	Research Club Activities

	PTA Meeting
	Inter Departmental Quiz Competition
	National Seminar
	Literacy Week Celebration
	Quiz For Faculty Members
	Inter Collegiate Paper Presentation
	Professional Training Program
	Staff Tour
	Plastic Removal By Bhoomithrasena & Callow Club Members
	PG 3 <sup>rd</sup> Sem. Model Exam
	Workshop On “Instrumentation”
December	Candle Making
	Visiting Studio
	Caption Writing Competition
	Xmas Cards Making
	Visiting Studio
	World Disabled Day- Visit To Victory Centre Guruvayoor
	International Volunteers Day – Debate Club Activities
	Human Rights Day – Seminar
	Research Club Activities
	Visit To Sandeepani Mathru Sadanam, Mammiyoor
	Sharing Of Meals With Poor At Guruvayoor
	Inter- Collegiate Paper Presentation Competition
	Christmas E-Card Competition
	Industrial Visit
	2 <sup>nd</sup> Internal Exam For I Semester UG Students
	Plastic Removal By <i>Herbo Collegium</i> , Bhoomithrasena & Callow Club Members
	PG 1 <sup>st</sup> Sem. Model Exam.
	Quiz Competition

	Visit To Old Age Homes & Disabled Students
	Christmas Celebration
January	Work Shop Print Media
	Software Exhibition
	Media Social Day
	Quiz Competition And Documentary In Connection With Republic Day
	Republic Day Celebrations
	Martyrs Day- State Level Seminar
	Marriage Counseling Classes
	Career Development Class
	Project Management For IIBCA Students
	A Day With Mentally Disabled Students
	Inter Department Paper Presentation On Digital India
	I <sup>st</sup> Internal Exam For II And IV Semester Students
	Plastic Removal By <i>Herbo Collegium, Bhoomithrasena &amp; Callow Club</i> Members
	Class PTA –II DC
February	Media Visit
	Computer Exhibition
	Launching Media Musium
	Industrial Visit
	Lecture Sereis
	Debate Club Activities
	Historical Club Activities
	Research Club Activities
	House Visit As A Part Of Pain And Palliative Care
	Seminar For Parents
	Awareness Class On MCA And Other Job Opportunity
	Lecture Series
	II Internal Exam For VI Sem Students
	Plastic Removal By <i>Bhoomithrasena &amp; Callow Club</i> Members
	PG 4 <sup>th</sup> Sem. First Internal Exam

March	Model Exam For 2 <sup>nd</sup> & 4 <sup>th</sup> sem UG Students
	Remedial Teaching
	Mock VIVA For III DC
	World Women's Day - Symposium & Quiz
	Research Club Activities