



Yearly Status Report - 2016-2017

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	CATHOLICATE COLLEGE PATHANAMTHITTA
Name of the head of the Institution	Dr. Mathew P. Joseph
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04682222223
Mobile no.	8547350201
Registered Email	principal@catholicatecollege.ac.in
Alternate Email	catholicatecollege@yahoo.com
Address	CATHOLICATE COLLEGE, MAKKAMKUUNU P.O., BASIL HILLS, PATHANAMTHITTA-689645
City/Town	PATHANAMTHITTA
State/UT	Kerala
Pincode	689645

2. Institutional Status																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			state																
Name of the IQAC co-ordinator/Director			Dr. Philipose Omman																
Phone no/Alternate Phone no.			04682222223																
Mobile no.			9446708702																
Registered Email			iqac@catholicecollege.ac.in																
Alternate Email			catholicatenaac@gmail.com																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			https://catholicecollege.com/includes/pdf/2015-16.pdf																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			https://catholicecollege.com/naac/document/AC2016-17.pdf																
5. Accreditation Details																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>3</td> <td>A</td> <td>3.60</td> <td>2016</td> <td>29-Mar-2016</td> <td>28-Mar-2021</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	3	A	3.60	2016	29-Mar-2016	28-Mar-2021
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
3	A	3.60	2016	29-Mar-2016	28-Mar-2021														
6. Date of Establishment of IQAC			01-Jun-2009																
7. Internal Quality Assurance System																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>International Ozone Day</td> <td>20-Sep-2016</td> <td>98</td> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	International Ozone Day	20-Sep-2016	98					
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																	
International Ozone Day	20-Sep-2016	98																	

Observance 2016

2

[View File](#)**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Thomas VP	Major Research	KSCSTE	2016 1095	2408590

[View File](#)**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

61646

Year

2016

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

IQAC could achieve a NAAC score of 3.6 for the college.

Drafted academic calendar of the college and ensure its implementation.

Regularly monitor class room teaching and timely completion of syllabus.

Encourage faculty members to participate in National and International conferences, seminars, workshops and short term courses.

Strictly monitor teaching work load as per UGC norms.

[View File](#)

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

Plan of Action	Achievements/Outcomes
To strengthen the activities of different clubs in the college	A discussion under the auspices of Economics Association and Debating Club was held on 14th July 2016. Smt. Preethy Saira Philip, Assistant Professor, K.G. College, Pampady was the moderator. An interdepartmental Quiz competition was held under the aegis of the Quiz club in the college in the month of June. An Inter School Quiz Competition was conducted on 20th September 2016 as part of World Ozone Day Celebrations under the aegis of Dept. of Botany and Quiz club of the college.
To create more awareness among students regarding film studies and the use of social media.	An invited lecture and a Film Show was held on 8th June in association with Kerala State Council for Science, Technology and Environment (KSCSTE) and Biodiversity Club, United Nations Academic Impact (UNAI) and IQAC of the college. Various sessions on Film studies were organised by the department to give the students more exposure with classical movies. The films that were the literary adaptations of classical works were introduced to the students and a session titled 'Texts Across Cultures' was organised on 11th November, 2016 at Nuhro Language Lab. Acclaimed Hollywood film producer, director, actor, and Script writer Mr. Tom George Kolath handled the session. A programme titled 'Shakespeare on Reels' was organised on 29th August, 2016, featuring some of the acclaimed adaptations of Shakespeare to commemorate the Quarter Centenary anniversary of the great playwright William Shakespeare. Mr. Madhu Eravankara, internationally renowned director, writer and critic, delivered the lecture.
To organise more awareness that could create awareness regarding energy conservation and solid waste management	Solid Waste Management Seminar, Training and Competition: The Postgraduate and Research Department of Botany, Catholicate College organized a seminar, competitions and training programme on solid waste management on

	<p>16th and 17th June, 2016. One day seminar, discussion and training on solid waste management was held on 17th June 2016 at Mar Clemis Hall of the college. The theme was presented by Sri C. R. Neelakandan, noted environmentalist and writer. A panel discussion on challenges and opportunities of solid waste management was arranged in the second session of the programme. Sri Varghese C. Thomas, Chief Sub Editor, Malayala Manorama, Pathanamthitta was the moderator of the session. A talk was organised on 16th and 17th February, 2017 on the topic "Wetland degradation, conservation and its wise use" and Dr. C. P. Shaji, renowned Fish taxonomist and Mr. Nishant R. delivered the lectures. A talk on Atomic Energy was delivered by Prof. Dr. Kannan Vaidhyanathan, Additional Medical Superintendent, Head of the Department of Biochemistry, Pushpagiri Medical College.</p>
To celebrate National and International Days of Importance	<p>International Ozone Day Observance 2016 was conducted in collaboration with Kerala State Council for Science, Technology and Environment. • The Chemistry department organized the Hiroshima Observance Day on 8th August 2016. • In order to familiarize sustainable development, world environment day was celebrated by Economics Department on 6th June 2016. • • As part of World AIDS Day Celebrations, Dr. Nazlin A. Salim, Junior Consultant, delivered a talk on "HIV Infection: an overview" on 1st December, 2016.</p>
To Conduct Orientation Programmes for UG and PG Students.	<p>Induction classes were organized at the beginning of each course in the academic year to give awareness about rules regulations of college/university, student support services and code of conduct.</p>
To conduct more Gender Awareness programmes	<p>The college was more deliberate and particular in giving more opportunities and exposure to girl students Department of Botany conducted a seminar on 'Women Safety' on 06/02/2017. Lt. Dr. Sindhu Krishna Das, Assistant Professor, Department of Economics, S N College Chelannur, Kozhikode, led the session.</p>
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>COLLEGE COUNCIL</td> <td>21-Aug-2017</td> </tr> </table>		Name of Statutory Body	Meeting Date	COLLEGE COUNCIL	21-Aug-2017
Name of Statutory Body	Meeting Date				
COLLEGE COUNCIL	21-Aug-2017				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2016				
Date of Submission	22-Dec-2016				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Catholicate College has a well developed webpage. All the essential data in the college webpage can be easily accessed by the staff and students. The webpage is updated from time to time. New information is added and the webpage is refreshed. All the urgent information is processed and managed by the Principal's office. Information regarding examinations and other urgent information are intimated to the teaching and nonteaching staff through platforms like WhatsApp, SMS and emails. Admission module is used to maintain the details of the students admitted in the college in various courses. This allows to sort students based on gender, second language etc. Library management is systematised using software which provides easy search modules to access catalogued books, new arrival list, periodical links etc. OPAC is used to catalogue all the books in active use in the library. KIOSK facilitates easy reference to the availability of all books, journals, periodicals. Govt. Portals like Spark, BIMS, PFMS, Viswas are used by the institution for Finance and Transactions. Various scholarships instituted by the government are managed through government portal.</p>				

CRITERION I – CURRICULAR ASPECTS**1.1 – Curriculum Planning and Implementation**

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

Catholicate College has a well-thought-out plan for effectively implementing the curriculum in accordance with Mahatma Gandhi University's academic calendar. A lot of choices are made at Staff Council, IQAC, and Departmental meetings to decide workload, task distribution, and timetable preparation, among other things. The entire planning is done with diverse educational, social, and cultural aims in mind, as envisioned in the college's motto. The department heads ensure that the portions assigned to teachers are finished on time according to the University's semester schedule. Teachers' lesson plans are crucial for curriculum delivery, and their success is ensured through evaluation methods. During the current semesters, class exams and internal/model examinations are held for each batch, and the valued answer papers are quickly delivered to the students. The faculty of the university encourages Undergraduate and Postgraduate students to actively participate in seminars and complete various assignments in order to increase topic interest. The college has well-equipped scientific labs, computer labs, language labs, and digital theatres/smart classrooms as part of its academic infrastructure. Both instructors and students are encouraged to participate in workshops, seminars, and invited speeches both on and off campus. Faculty and students are encouraged to give papers during Seminar, which helps to supplement the curricular framework. The gathering of input from students through various channels such as open houses, mentorship, and tutorial sessions is also an important part of the curriculum. The feedback from students is considered at Department level staff meetings, and appropriate actions are implemented as a result of it. Parental feedback at class-level PTA meetings is beneficial in ensuring that the syllabus is completed on time. As part of the prescribed University syllabus academic projects (individual or group) are mandatory for the students. They are allotted a faculty supervisor whose job is to guide them to get a better insight into the subject of the project. Annual study tours are organised for both UG and PG students, during which they visit academically significant areas and institutions. Students and teachers are encouraged to participate in seminars, conferences, and contests to keep their topic knowledge up to date. Students who are under achieving or in need of assistance receive remedial instruction. Special classes are often scheduled by the departments to ensure that the curriculum content is completed on time. A Scholar Support Program (SSP) is established by the college to help students who are at the bottom of the merit hierarchy at the time of admission overcome their academic weaknesses. At the undergraduate level, the Walk with a Scholar (WWS) programme gives specialised mentorship and guidance to deserving students who want to excel in their studies. The college contains a modernised library. The college has a well-maintained library with a diverse collection of books, journals, and electronic resources to support the college's active participation in curricular growth. Different endowments, scholarships etc are distributed to deserving students under the aegis of College PTA.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Diploma in	01/06/2016	365	Employabil	

	Programming Language and Web Designing (UGC- Add On)			ity	Programming Skills
Certificate Processing in Word Processing and Data Entry Operator (CWPDE)	NIL	01/06/2016	180	Employability	Programming Skills
Certificate in Statistical Computing And Data Analysis (UGC- Add On)	NIL	01/06/2018	365	Employability	Skills in Statistical Computing and Data Analysis
Aquarium Setting and Management	NIL	01/06/2016	10	Employability and entrepreneurship	Aquarium Setting and Management skills
NIL	Post Graduate Diploma In Computer Application (PGDCA)	01/06/2016	365	Employability	Programming Skills
NIL	Professional Diploma in Computerized Financial Accounting (PDCFA)	01/06/2016	180	Employability	Programming Skills
NIL	Diploma In Computer Application (DCA)	01/06/2016	180	Employability	Programming Skills
NIL	Professional Diploma in Desktop Publishing (PDDTP)	01/06/2016	180	Employability	Programming Skills
NIL	Diploma in Statistical Computing And Data	01/06/2016	365	Employability	Skills in Statistical Computing and Data

	Analysis (UGC- Add On)				Analysis
NIL	Advanced diploma in Staistical Computing And Data Analysis (UGC- Add On)	01/06/2016	365	Employabil ity	Skills in Statistical Computing and Data Analysis

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	01/06/2016
BA	MALAYALAM MODEL I	01/06/2016
BA	HINDI MODEL I	01/06/2016
BA	HISTORY	01/06/2016
BA	ECONOMICS	01/06/2016
BSc	MATHEMATICS	01/06/2016
BSc	PHYSICS MODEL I	01/06/2016
BSc	CHEMISTRY MODEL I	01/06/2016
BSc	BOTANY MODEL I	01/06/2016
BSc	ZOOLOGY MODEL I	01/06/2016
BCom	B. Com. Model I (Finance and Taxation)	01/06/2016
BCom	B. Com. Model I(Computer Application)	01/06/2016
BCA	BCA	01/06/2016
MA	English	01/06/2016
MA	Malayalam	01/06/2016
MA	Hindi	01/06/2016
MA	History	01/06/2016
MSc	Mathematics	01/06/2016
MSc	Physics(Electronics)	01/06/2016
MSc	Physics(Material Science)	01/06/2016
MSc	Analytical Chemistry	01/06/2016

MSc	Polymer Chemistry	01/06/2016
MSc	Botany	01/06/2016
MSc	Zoology	01/06/2016
MCom	M.Com. (Finance and Taxation)-Aided	01/06/2016
MCom	M.com(Finance and Taxation)-Self-Finance	01/06/2016

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

	Certificate	Diploma Course
Number of Students	74	108

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personality Development	04/07/2016	78
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	English	58
BA	MALAYALAM MODEL I	24
BA	HINDI MODEL I	15
BA	HISTORY	38
BA	ECONOMICS	40
BSc	MATHEMATICS	57
BSc	PHYSICS MODEL I	47
BSc	CHEMISTRY MODEL I	48
BSc	BOTANY MODEL I	41
BSc	ZOOLOGY MODEL I	44
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
An effective feedback system successfully serves college in its internal

quality policy and data on various indicators need to be analysed. The feedback resulting from these analyses improves the functioning of the institution. It acts as a tool in understanding the changing needs of the students, teachers, alumni and parents thereby aiding in framing apt interventions. Under the aegis of IQAC an active feedback committee performs the activities of framing suitable questionnaires, collection and analysis of feedback. The college has obtained feedback from students, alumni and parents on various parameters related to teaching learning: the overall environment, infrastructure and also the parental perception on qualitative scales. The feedback committee has been successful in eliciting a positive response towards the feedback system from the stakeholders: students, teachers, parents and alumni. They commented on the strengths of the college and also pointed out some weak aspects too, that can be improved for the betterment of the institution. The feedback mechanism enables to plan several curriculum enrichment extension activities. The student and teacher feedbacks are analysed in a detailed manner and corrective actions taken without fail. Parental feedback is collected during PTA meetings as well. Parents are keen in identifying the positive aspects of the college and make timely suggestions to improve the quality of education of their wards. The college alumni have active involvement in the programs organised by the college and their feedback and suggestions contribute to the growth of the institution. The feedback system is instrumental in the creation of a strong bond among teachers, students, parents and alumni. The information thus gathered from feedback is consolidated yearly and the institution arrives at inferences for current and future development. The IQAC follows the best practice of collecting feedback in the month of February every year without fail. The feedback committee analyses the responses obtained from different stakeholders and prepares a report in active discussion with the IQAC. At the next level, the college council discusses the feedback report and the suggestions submitted by IQAC and gives directions to concerned departments for implementing measures for improvement. After due considerations about the responses obtained from different stakeholders, IQAC has given the following recommendations: 1) The teachers communicated the syllabus related comments to the concerned board of studies members 2) New reference books added to the library / enhance library resources 3) Organising more extra-curricular and co-curricular activities for the enrichment of students' skills and talents 4) Suggestion for the introduction of new add on courses, soft skill development programs, bridge programs 5) Providing motivation and organizing counseling sessions to the students who face emotional problems 6) Enrichment of the academic knowledge of students by organising department level seminars/webinars and invited talks/lectures by eminent personalities in respective subject related area 7) Constitute department level career guidance centre for aiding students to reach better heights 8) Diverse soft skills enrichment training programs are organised.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ENGLISH	62	132	62
View File				

2.2 – Catering to Student Diversity

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

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2016	1584	386	11	2	112

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
125	101	17	11	7	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The institution has implemented an effective mentoring system to enable the students to excel in academic as well as non-academic fields. Each department takes keen initiative in implementing the mentoring process systematically. Mentors are assigned to the respective classes at the beginning of the academic year. A mentoring diary is also kept and managed by the mentor in strict confidence as a quick reference and continual record of the mentoring activities. The mentoring form circulated in the beginning includes all relevant information on the mentee, such as personal and academic information, achievements and awards, and health concerns. Mentors play the role of guide, advisor and counsellor to the mentees and also helps the mentee in enhancing their skills and abilities. The focus is to impart knowledge using innovative methodologies, to simplify the learning process and explore the hidden talents of students. At the start of each course, a SWOC analysis is performed to accurately assess their personality. Mentors interact with their mentees at regular intervals and evaluate their academic performance and attendance. Students with low attendance are given special care. Mentees are encouraged to interact freely with their respective mentors share their aspirations and anxieties and develop successful personalities based on mutual bond and trust. The mentors provide psychosocial, personal and academic counselling to the mentees to facilitate their overall well-being. Besides dealing with academic difficulties, special care is taken to attend to students' personal, financial, emotional challenges and behavioural problems. Mentoring encourage students to face challenges with greater confidence. The mentors collaborate closely with the class teacher to ensure the mentees academic and personal development. They also maintain good rapport with parents/guardians so as to alert matters such as academic irregularities, learning difficulties, behavioural problems etc. The mentees are instructed to meet with the college counsellor if they require specific support. Advanced, average and slow learners are identified and special initiatives are taken to address their specific requirements. Strategies for slow learners include Remedial coaching, Scholar Support Programme (SSP), Peer Teaching, Special classes etc. in order to provide individual attention and extra support. Notes and additional learning materials are given to slow and average learners to cope up with difficult topics. Advanced scholars are guided to participate in National/International Seminars, Conferences and Inter-collegiate competitions, present papers, take up projects and internships. They are also motivated to pursue research. Walk with the Scholar is a special initiative for advanced learners, featuring classes by experts, group discussions, camps etc. Orientation programmes, seminars, conferences and invited lectures are organised to inculcate knowledge, interest and motivation to achieve sustained excellence in academics. Students are encouraged to participate in various co-curricular and extracurricular activities such as literary, cultural and sports events, field trips, National Service Scheme, National Cadet Corps etc. Various Departmental Associations and Clubs like Womens Cell, Quiz Club, Science Club, Arts Club, Debate Club etc. function actively in the college and serve as excellent platforms to showcase students' skills, enhance their talents and shape their personalities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1970	125	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
126	83	30	0	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	EN	6	31/03/2017	29/05/2017
View File				

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

The College strictly follows the norms of Mahatma Gandhi University for the conduct of Continuous Internal Evaluation (CIE). An orientation programme is organised in the beginning of first semester to provide parents and students an awareness about internal examination and it is reinforced in the departmental Parent Teacher Meetings. As per the revised CBCS 2009 regulations, internal evaluation is done effectively based on attendance, assignments, seminars and internal examinations. Transparency is ensured in all assessment procedures. As attendance carries marks in internal assessment, special attention is taken to avoid continuous absence. Tentative dates of internal examination are also scheduled in the academic calendar given in the College Handbook so that the students can start preparations well in advance. Revision sessions are arranged after the completion of syllabus and remedial coaching is provided to weak students. Internal examinations are conducted twice in every semester. Question papers are prepared in the university pattern based on the prescribed learning outcomes. The answer scripts are valued and returned in time. Results and suggestions for improvement are discussed with students. Assignments and seminars are given for each paper with proper feedback. PTA/PTS meetings are conducted at the beginning of each semester and after the internal examinations to discuss and review the overall performance of the students. The internal marks are published to ensure transparency and the students could clarify and rectify any anomalies in the marks allotted. The class teacher ensures that the internal mark is accurately uploaded in the university examination portal.

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

An academic calendar of the college is prepared and published under the guidance of the IQAC following the academic calendar of the Mahatma Gandhi University. The academic calendar for the relevant year is included in the Hand

Book circulated among the students at the start of each academic year. In the beginning of each academic year the principal convenes a meeting of the Heads of the Departments and faculties to discuss the matters with respect to the preparation of academic calendar. The academic calendar incorporates various important events and activities planned during the academic year such as the proposed schedule of university examinations, tentative dates of internal examinations, PTA meeting, various co-curricular and extra-curricular activities, observation of special days, number of working days in each month, Central and State Government declared holidays etc. It ensures that the internal assessment process is not affected by the co-curricular activities in the college. Each department prepares an action plan for the academic year based on the calendar and is validated by the IQAC. The preparation of academic calendar ensures that the students get adequate instructional hours and teachers get maximum hours to deliver their courses effectively. Teachers too can plan their professional advancement programmes well in advance in accordance with the calendar. The academic calendar is prepared in tune with the conduct of examinations. The Principal and HOD evaluates the performance of each faculty and ensures that the portions are completed in time.

2.6 – Student Performance and Learning Outcomes

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

<https://catholicatecollege.com/includes/2.6.1%20PROGRAMME%20OUTCOMES.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EN	BA	ENGLISH	58	41	71
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2.7 – Student Satisfaction Survey

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

<https://catholicatecollege.com/includes/SSS%20REPORT%202016-17.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	KSCSTE	24.08	14.01
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
One Day Seminar on Pulses	Botany	24/06/2016

Production Technology		
Ozone Day Observance	Botany	20/09/2016
National seminar on Vedic Mathematics- 'Veda Ganitha'	Physics	01/12/2016
Seminar on Data Analytics Business Intelligence	Computer Applications	23/09/2018
DALTONS CONCLAVE 2016-17	Chemistry	23/01/2017
HIROSHIMA OBSERVANCE DAY	Chemistry	08/08/2016
One day seminar Jnjanappana	Malayalam	05/12/2016
Aadhunika Malayala Kavitha(one day seminar)	Malayalam	04/11/2016
Eastern Criticism(one day seminar)	Malayalam	08/11/2016
Contemporary Malayalam Criticism	Malayalam	16/03/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Poster Award	Dr Thomas VP	CISSA	01/06/2016	Best Poster Award in Indian Biodiversity Congress
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	5	4.28
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
History	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A comparative study on structural, dielectric and multiferroic properties of CaFe_2O_4 / BaTiO_3 core-shell and mixed composites	Raneesh B	Journal of Alloys and Compounds	2017	52	Department of Physics, Catholicate College, Pathanamthitta, Kerala-689645, India	44
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A comparative study on structural, dielectric and multiferroic properties of CaFe_2O_4 / BaTiO_3 core-shell and mixed composites	Raneesh B	Journal of Alloys and Compounds	2017	15	44	Department of Physics, Catholicate College, Pathanamthitta, Kerala-689645, India
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	11	16	5
Presented papers	5	6	0	0
Resource persons	0	3	0	0

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Pulses-fruit exhibition in connection with the International Year of Pulses	Department of Botany and KSCSTE	8	145

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

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

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day Celebration	NCC Unit 14(K) Bn.NCC Pathanamthitta	International Yoga Day Celebration	1	108

[View File](#)

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Software Development	Academic Main Project	Infodawn, Software Development Training Firm, Azad	01/11/2016	30/04/2017	Martina Graceson Cherian, Preji John

Complex, Pat
hanamthitta,
Kerala, Mob:
9947736348,
Phone: 0468-
2327788,
Email: softw
aretraining@
infodawn.com
, Website: w
ww.infodawn.
in

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
40.79	43.51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Campus Net ERP software Info weavers	Fully	3.0.1	2004

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	62998	12599600	554	65338	63552	12664938
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	124	7	1	0	0	18	99	100	7
Added	0	0	0	0	0	0	0	0	0
Total	124	7	1	0	0	18	99	100	7

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5	2.17	15	13.11

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

The staff council constitute various committees and subcommittees such as Central instrumentation committee, Library Promotion Council, Athletics and Sports Promotion Council, Canteen Committee, Purchase Committee and Stock verification committee that monitor the maintenance and utilization of campus infrastructure. Physical Facilities :The college management office is responsible for carrying out regular maintenance activities as well as repairs across campus. The office staff, support staff and personnel working on pay roll and contract basis shall synchronize to follow appropriate procedure for associating with contractors to execute electrical, plumbing and carpentry work etc. The Auditorium and Conference halls are supervised and maintained directly

by the college management. Prime importance is given to uninterrupted power supply and maintenance of general lighting, cleaning etc. Campus hygiene is maintained by a team of housekeeping staff during the working hours. Maintenance of campus hostel office, occupant rooms and the hostel mess are handled by the designated hostel authorities. The botanical garden and college gardens are maintained by the gardener appointed by the College. Gardener remove trash from the college gardens, mow the lawn, trim over -grown bushes and trees, water the plants and trees and maintain and upkeep the college ground and lawns. For maintenance of the Botanical and Zoological Museums trained lab assistants are assigned. The specimens collected from various places are arranged systematically. Specimen bottles are periodically checked and preservatives are added as and when required. The Canteen Committee regularly inspects and surveys the hygienic conditions of the canteen and the quality of food prepared and served there. Laboratory : The laboratory equipments are maintained by lab technicians and supervised by the concerned department heads. Calibration, repairing and maintenance of sophisticated equipments are carried out by technicians of the concerned company which supply them. List of Chemicals, glassware and other instruments are maintained in the stock register and they are subjected to auditing towards the end of every academic year. Prime importance is given to safety and laboratories are equipped with fire extinguishers and First aid kits. Library: Special attention is given to maintain and update the library resources to meet the academic and research needs. New additions are made to the library every academic year and as per the requirements suggested by faculty and students. Annual stock verification is made and the suggestions of stock verification committees are implemented. Sports Complex : The playground, various courts, sports equipments and gymnasium are supervised and maintained by the Physical Education department. Equipments in the gymnasium are serviced periodically and damaged ones are replaced by new ones. Sufficient first aid medicines are kept to meet emergencies and expired ones are replaced. Computers : Antivirus software updations are made periodically to prevent and remove any type of malwares. Campus Wi-Fi is maintained by service providers such as BSNL. Classrooms : The classrooms are maintained by the nonteaching staff and monitored by the concerned department Heads. Necessary repair works of furniture, teaching aids, electronic devices etc are made periodically.

<https://catholicecollege.com/naac/document/4.4.2-Website link-Maintenance of Campus Infrastructure-1-2016-17-U.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Mar.Philoxenos memorial scholarship	2	500
Financial Support from Other Sources			
a) National	Inspire Scholarship	5	400000
b)International	Jeevakarunya Scholarship [NRI]	16	15000

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Skill Programme	29/11/2016	63	Department of Hindi
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NET Coaching for Malayalam Department Students	36	110	4	36
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Hifix IT and Media Service, Cochi TCS, Cochin Claysis Technology, Cochin, Naval Base, Cochin	4	4
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	33	B.A English	Department of English	Assumption College, Changanacherry	M.A English

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	8
SET	2
View File	

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

Activity	Level	Number of Participants
Cricket	Inter departmental	176
Chess	Inter departmental	66
Football	Inter departmental	198
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Gold	National	1	Nill	I Bcom	Libin C
2016	Bronze	National	1	Nill	I MCom	George
2016	Silver	National	1	Nill	I BSc Zoology	Abraham
2016	Gold	National	1	Nill	I BSc Physics	Muhammed Jaseem Khan
2016	Gold	National	1	Nill	I BA English	Stephy Saji
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students of the college participate in the following academic and administrative bodies like National Service Scheme (N.S.S), National Cadet Corps (N.C.C), Student Grievance Redressal Cell, Department Associations, St. Basil Association, Anti-ragging Committee, Hostel Committee, Library committee, etc. Department Association are the forums in which the students can share their feedbacks, views, suggestions, opinions, and grievances if any. Each department of the college has its own association. The membership of such association is opened to the degree and post graduate students of the respective department. Clubs like Music Club, Drama Club, Debate Club Health Club etc. are there to groom and mould the abilities of students. The programmes organised by NSS, NCC and St.Basil Association help promote organisational and leadership qualities in students. The NSS has two units functioning under two programme officers with two volunteer secretaries who are elected from the volunteers. An executive committee comprising of NSS volunteers and a programme officer monitor and executes the programmes of the unit. The College has a National Cadet Corps (NCC) unit under the 14(K), Kerala

Battalion, Pathanmthitta, Kerala. NCC Army wing has a Senior Under Officer and three Under officers from among the cadets. The student's union was not constituted in the academic year 2016-'17.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

521

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

100000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of Catholicate College has been functioning for many years as a supportive organ of the college and plays a pivotal role in the pursuit of excellence in the field of higher education. The annual Alumni Meeting was held on 15-08-2016 in the college auditorium. The registration started at 9.30 am. Dr. Mathew P Joseph, Principal and president of the alumni association made the presidential address. Sri Mathew T Thomas, Veena George MLA were the guests for the meeting. After the meeting, members remembered their cherished moments and memories of their college life. The meeting comes to an end at 1.30 pm with the national anthem. Members from different parts of the world participated and interacted through the meeting. The Association has Chapters at Gulf, Kuwait. Maximum participation was from the Kuwait chapter. The Kuwait Alumni Chapter created an endowment of Rs. 1,00,000/- the annual interest of which is awarded as a scholarship for financially poor students. The Dubai Alumni Chapter has instituted the Dr. J. Alexander Memorial Scholarship through which the annual interest of Rs. 1,00,000/- is awarded to the most financially poor students of first year degree class. The presence of life members of the association, former principals, teachers and the alumni from various walks of life made the meeting a grand success. Departmental alumni gatherings are also conducted. Alumni Association has extended their support in the development of infrastructure facilities of the institution

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institution follows decentralisation and participative system of governance at all levels of decision making, by the combined effort of the Management, Principal, faculty, staff members and students. Various Statutory and Non statutory Committees are constituted to allocate various duties and responsibilities among the faculty and students. Principal holds meetings with College Council, IQAC, Teaching, Non-teaching staff, PTA, Alumni and students to pool opinions and suggestions and all the policies implemented in the institution are based on these opinions and suggestions. Two practices of decentralization and participative management during the year 2016 - 2017 are:
Practice 1: Functioning of Admission Committee The institution strictly follows University norms and government rules regarding the admission of students and caters to students from different socio-economic sections of the society. The college strives to give equal opportunity and support to every student and this is visible right from the beginning of the admission of students to various

programmes. An admission committee is constituted in the college level, with Teaching, Non-teaching and students as members, to ease up the procedures related to admission. Besides that, an admission committee is also formed in the department level to assist students and their parents in the entire process related to the admission. Practice 2: Remedial Classes The institution takes keen interest in supporting the needs of fast, average and slow learners among the students. Remedial classes are instrumental in helping students to achieve expected competencies in core academic skills. Bonus classes are arranged for those students who need more support in teaching and learning. The College Council entrusts one of the faculty as the convenor of Remedial Classes every year, with faculty from every department as members.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	Teachers are motivated to upgrade themselves by taking part in various training programmes like orientation programmes, refresher courses, Short Term courses etc. Principal regularly conducts meetings with the Staff and Students to listen and redress their grievances.
Library, ICT and Physical Infrastructure / Instrumentation	The College has a Library and separate spaces for reading to bring together people who are willing to learn. The institution proffers ICT facilities - Smart class room, WIFI connected departments, Language labs, Seminar Halls, Science Labs etc.
Research and Development	The College invigorates Research among both faculty and students. They are motivated to participate and present papers in Seminar and Research Journals. Many teachers submitted their thesis and a good number of teachers were awarded Ph D.
Examination and Evaluation	The college follows the instructions given by the MG university for examination and evaluation. Teaching Faculty of the College actively take part in the Question Bank preparations, setting of Question Papers and other examination related discussions. After every semester the college conducts internal exams. The College has an Internal Examination Committee to conduct and supervise internal exams. Answer scripts are evaluated after the examination and PTA meetings are conducted.
Teaching and Learning	Workshops, lectures and seminars are

	organised for teachers and students. Remedial teaching, bridge courses, peer teaching and special mentoring for advanced learners are also ensured. Final year students of both UG and PG courses have to complete a project as part of their study. Teachers are encouraged to use constructive mechanism to convey the curriculum to students.
Curriculum Development	The College follows the curriculum designed by MG University for various programmes. Many faculty members of the institution are appointed as members of the UG and PG Board of Studies of MG university. The college frames an academic calendar every year which is significant in planning the academic year.
Admission of Students	Admission of Students to various programmes in the institution is done through a centralised application process designed by the University. Community and Management quota admission are conducted by the Management following the university guidelines. The College has an admission committee to give proper guidance and instructions to the students.
Industry Interaction / Collaboration	The institution takes measures to have collaborative ventures with Firms/ Institutions/Organisations to enhance skills required for employment in students and to give them an exposure. These collaborations help in field trips, industrial visits, talks with entrepreneurs, seminars, project work and research. 2 MOU's were signed.

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

E-governance area	Details
Administration	All necessary information is published in the College Website. Information to the Staff members is conveyed through common platforms like email, SMS etc.
Finance and Accounts	Govt Portals like Spark, BIMS, PFMS, Viswas are the platforms used by the institution for Finance and Transactions. Personal deposits are maintained in the treasuries for the financial needs of the College. PFMS account is used for financial transaction of various student related activities.

Student Admission and Support	Centralized Allotment Process (CAP) by the University. Different online software is used to maintain admission details of students and also to issue ID cards. Various scholarships instituted by the government are managed through government portals. Library management system, OPAC, Library information Portal, KIOSK facilities, Library e-Gate etc. are the platforms for Library management.
Examination	Student details are uploaded in the University examination portal and Register numbers are allotted by the University. Internal marks are uploaded in the University exam portal.
Planning and Development	No files

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Nil	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	14th One Day Conference on Teacher Empowerment for the Academic Staff of Malankara Orthodox Church Colleges	NIL	21/01/2017	21/01/2017	68	Nil
No file uploaded.						

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

Title of the professional	Number of teachers who attended	From Date	To date	Duration
---------------------------	---------------------------------	-----------	---------	----------

development programme				
Two - Week Capacity Building Programme for Faculty in Social Sciences, sponsored by ICSSR	1	20/05/2017	02/06/2017	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1) Cooperative society which provides various loan facilities and financial assistance. 2) Free Wi-Fi facilities. 3) Vehicle parking facilities. 4) Canteen facilities at a subsidized rate. 5) Cooperative store to provide stationeries at a subsidized rate. 6) Maternity leave and Paternity leave as per Govt. norms. 7) Casual leave of 15 days. 8) Duty leave to staff members for attending various training programs/orientation/refresher courses/workshops/seminars. 9) Salary advances for staff. 10) Staff tour to improve the work environment and mutual bonding among staff members. 11) Refreshment area(C-HUT)</p>	<p>1) Cooperative society which provides various loan facilities and financial assistance. 2) Casual leave of 15 days for lab assistants and 20 days for non-teaching staffs per year. 3) Free Wi-Fi facilities 4) Vehicle parking facilities. 5) Canteen facilities at a subsidized rate. 6) Refreshment area(C-HUT) 7) Salary advances. 8) Cooperative store to provide stationeries at a subsidized rate. 9) Maternity leave and Paternity leave as per Govt. norms.</p>	<p>1) Scholarships 2) Special Care for economically weak students 3) Wheel chair ramps for differently abled students 4) GYM facilities to improve fitness. 5) Sick room facilities. 6) Canteen facilities at a subsidized rate. 7) Badminton Court and Basketball Court. 8) Free Wi-Fi facilities. 9) Refreshment area(C-HUT) 10) Vehicle parking facilities 11) Cooperative store to provide stationeries at a subsidized rate.</p>

6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audits are conducted regularly. The financial accounting team constituted by the management conducts internal audits annually. External statutory audit is also conducted annually. In case the committee lodges any auditory objections, the management of the college

executes corrective actions. There also exist a provision for the external audit team to raise their apprehensions to the management if they feel that their objections were not addressed properly at the institutional level. This robust mechanism ensures that the institution's finances are managed properly.

- The college PTA lends financial support to a selected number of students of the institution annually in the form of scholarship. The students are selected based on their financial and/or minority status.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
PTA	750675	Student Support
View File		

6.4.3 – Total corpus fund generated

750675

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Expert	Yes	Internal
Administrative	Yes	External Expert	Yes	Internal

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

- Parent-Teacher meetings for each class and General PTA meetings for the College.
- PTA scholarships for Meritorious students.
- PTA scholarships for economical backward students.
- Awards to recognise the achievements of faculty members.

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

- Training Programmes for teaching and non-teaching staff by MOC.
- Teaching and Non-Teaching Staff Association.

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

- Orientation and induction programmes for UG and PG students
- Initiatives to promote research among faculty members.
- Revamping the infrastructure of the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
------	------------------------------------	-------------------------	---------------	-------------	------------------------

2016	International Ozone Day Observance 2016	10/08/2016	20/09/2016	21/09/2016	98
2016	Solid Waste Management	05/06/2016	16/06/2016	17/06/2016	117
2017	Women Safety	01/12/2016	06/02/2017	06/02/2017	93
2016	Orientation Programme for Teachers	01/12/2016	20/01/2017	20/01/2017	148

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar On Women Safety (Department of Botany)	05/02/2018	05/02/2018	68	9

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

Percentage of power requirement of the University met by the renewable energy sources
1. Environment Day Celebration June 8, 2016 (Department of Botany) 2. Seminar and group discussion on Solid Waste Management was held on 16th and 17th June, 2016 (Department of Botany) 3. The ground work for preparing Bird Atlas of Pathanamthitta district on 1st July 2016 (Department of Zoology) 4. International Ozone Day Observance on 22nd September 2016 (Department of Botany) 5. International Wetland day on 16th and 17th February 2017

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	6
Physical facilities	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	03/03/2	1	Science	The	120

			017		Day Celeb ration	lack of awareness regarding Personali ty develo pment and career options in science were addressed	
2016	1	1	09/09/2 016	1	Onam Kit Distr ibution	NSS vol unteers and Teachers distribut ed 'Onam Kit' to several poor families in Kodumon, Vettipura m and Pat hanapuram during the onam days.1	50
View File							

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

Title	Date of publication	Follow up(max 100 words)
General Rules of Discipline	29/06/2016	<p>1. All students should follow the rules and regulations of the College. Ignorance of rules is not an excuse.</p> <p>2. Every student must attend the classes regularly and punctually and should refrain from all actions that may disturb the smooth functioning of the College.</p> <p>3. Dress regulations: With regard to dress, norms of simplicity, modesty and propriety are to be kept in mind. Parents will be held responsible for the indecent mode of dressing of their children.</p> <p>4. Smoking, use of alcohol and drugs or indulging in</p>

other reprehensible habits within the college premises are strictly forbidden and will result in their removal from the rolls temporarily or permanently. 5. Proper respect should be paid to teachers both inside and outside the class room. 6. When classes are in session, students shall not enter or leave the class rooms without the permission of the teacher in the class. 7. Students should always behave in an orderly and dignified manner in the campus. 8. Any student (a) who persistently insubordinates (b) who is repeatedly or wilfully mischievous (c) who is guilty of fraud or malpractice in connection with examination. (d) who uses abusive and offensive language to any member of the staff or fellow students (e) who defaces walls of the classrooms and college buildings and (f) who in the opinion of the Principal, is likely to have an unwholesome influence on his fellow students, will be punished. The punishment includes removal from the rolls of the college, which will be either temporary or permanent, according to the seriousness of the offence. The students known to have misbehaved will not be issued the conduct certificate. 9. Students who do not have classes during a period should not loiter in the College veranda or in the premises. Arrangements will be made for the management of free hours by accommodating the

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Seminar on Texts Across Cultures	11/11/2016	11/11/2016	122
Hiroshima observance day	08/08/2016	08/08/2016	81
Environment Day Celebration	08/06/2016	08/06/2016	78
One day seminar and group discussion on Solid Waste Management	22/06/2016	22/06/2016	73
International Ozone Day Observance	22/09/2016	22/09/2016	82
World AIDS Day Awareness programme	01/12/2016	01/12/2016	43
Onam celebration	09/09/2016	09/09/2016	204
Teachers day celebration	05/09/2016	05/09/2016	206

[View File](#)

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

The college is located amidst serene natural environment and all members of teaching and non-teaching staff along with students are dedicated towards maintaining its greenery and cleanliness. • During different programs in the college, instead of plastic and other non-biodegradable materials, eco-friendly alternatives like paper crafts are used for decoration and other purposes. Use of plastic bags is banned in the College and instead of flex boards, cloth banners were used for seminars and other programs. Special consideration is also given to innovative and creative ideas from the students in this regard. • An awareness programme was organised by the Dept. of Economics at the beginning of the academic year, to create awareness among the students to REDUCE, REUSE and RECYCLE the waste generated in the campus. Also a group of students from the department were entrusted with the task of monitoring the safe disposal of waste in different bins. • The Department of Chemistry has identified priority areas for making the campus eco-friendly. They focused mainly on Energy Conservation. All the compact fluorescent lamps (CFLs), mercury and sodium vapour have been changed to energy efficient Light Emitting Diodes (LEDs) bulbs and tube lights in the department. Also the faculty members, administrative staff and students in the department are advised to use electric power judiciously. The Department is also constructed in such a way with more provision of natural lights and ventilation, enabling lower consumption of electrical energy in day time. • Rainwater Harvesting -Rainwater harvesting systems are in operation inside the campus. The rainwater is collected from the roof of the building and is stored in a tank. The stored rainwater is being used extensively in labs, in irrigating gardens and for recharging the ground water. • Proper waste disposal measures are taken particularly in the labs. Dustbins are placed at appropriate places. Chemical and biological hazardous waste (both liquid and solid) generated from laboratories are collected separately and disposed-off properly with necessary precautions. Green

chemistry approaches are also applied in the laboratory. • The Department of Zoology conducts regular programmes on the preservation of nature, with the purpose of persuading the students to use environmentally friendly products, and to minimise the use of products which are harmful to nature. Important days such as World environment day, Earth day and Ozone day are observed with its importance and seriousness. •The Department of Zoology maintains a good butterfly garden. Host plants were identified for each species and were bought and planted in the garden. The garden is maintained by the students and the faculty. Many students conduct their research work based on the butterfly garden. •The surroundings of the Department of Botany are beautified with ornamental plants and planting of trees in the college campus is a regular practice of the Department

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I 1. Title of the Practice: 'Chetana'- This programme aimed to provide solutions to the problems of the student community through different interventions like counselling by professionally qualified practitioners. Sophia Counselling center of the college was the major agency to provide counselling related services to the student community. As majority of the students in the college belong to rural areas and financially weak backgrounds, they need more mental support. So Counselling sessions are arranged in the college twice a week. Group counselling are also availed at the request of the class teachers or students. Needy students are identified by the class tutors and are sent to the counselling center. Strict confidentiality is maintained in the entire process. Best Practice II 1. Title of the Practice: 'Noon Meal Programme'- Providing noon meal to the deserving students with a plan to eradicate hunger in the campus. 2. Objectives of the Practice: ? To help and to empower the students. ? To make sure that the students are hunger-free. ? To build confidence among the student community ? To introduce the concept of care for the needy by the college community ? To give mental support to the students and society. 3. The Context Catholicate College is one among the pioneer arts and science colleges in the central Travancore region. Students from both urban and rural areas study here. Majority of our students belong to rural areas. So the 'Noon Meal programme' is aimed at supporting students who are facing difficulty in finding money for the noon meal. 4. The Practice Students who deserve noon meal are identified by the class tutors. They are provided with coupons which are to be submitted in the college canteen to avail the noon meal. Support to the marginalised students. This programme is beneficial to the poor students. The majority of the students availing this programme comes from working-class families. Their parents are struggling to provide or prepare noon meals for their children. Support of Alumni College alumni, living across the world gave great support for the programme. They acted as supporting partners for the noon meal programme. American Chapter of Catholicate College Alumni has donated a major share for the 'Noon Meal' programme and Dubai Chapter of the Alumni Association also gave financial support for the success of the programme. 5. Evidence of Success The student community accepted this programme and actively participated in it. Thus, this programme became a great success. 6. Problems encountered and resources required -Implementation of this programme was not very easy. Identifying the beneficiaries happened to be a difficult process. Maintaining the confidentiality of the students taking part in this programme was also a major problem encountered.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://catholicatecollege.com/naac/document/7.2.pdf>

7.3 – Institutional Distinctiveness

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

Catholicate College, one among the pioneer and oldest educational institutions in Kerala, was inaugurated by Sri Chithira Thirunal Balarama Varma, the then Maharaja of Travancore on August, 1952. With a rich legacy of seven decades, our college is instrumental in imparting Value based education and is deliberate and particular in the intuitive growth of students. A holistic development in the academic field through excellence and research is our prime concern and our eco-friendly green campus provides a serene atmosphere for the intellectual advancement of students. Lectures, webinars, workshops, quiz, debate etc were organised throughout the year and Add on and Certificate courses were conducted for acquiring additional knowledge and skills. Regular and periodic counselling, remedial classes, tutorial sessions, mentoring, Peer teaching programmes, career guidance etc. were also provided to promote rigorous learning and the research output from the college is also a testimony for our academic excellence. Located close to Pathanamthitta, the second least polluted town in India, our college offers an eco-friendly vibrant ambiance and serene atmosphere, helping the students to develop academic vigour and critical thinking. Our college is having 13 departments offering 13 UG courses, 15 PG courses, 8 research centres, 5 self- financing courses and a number of Add on courses. In the academic year 2016-17, all the departments secured good results in both UG and PG level and the UG pass percentage of almost all the departments were well above the university average. The total number of PhDs produced from our research centers in the academic year 2016-17 is 5 and the number of ongoing PhD is 40. The number of supervising teachers is 13 and the number of ongoing projects in our college is 15. All these data stands as testimony to the academic excellence and research quality of the institution.

Provide the weblink of the institution

<https://catholicatecollege.com/naac/document/7.3.12016-17.pdf>

8.Future Plans of Actions for Next Academic Year

ACTION PLAN FOR 2017-18 • To organise more national/international seminars, workshops, awareness classes, lectures, talks etc. • To organise programmes that could inculcate in students more values and social responsibilities • To conduct induction programmes for the students more effectively. • To encourage faculty to be more involved in faculty-in-projects/ research. • To familiarize the students and faculty members regarding the recent trends in all fields of knowledge. • To create awareness among staff and students regarding the taxation policy that is about to be implemented soon. • To encourage students to be more involved in nature friendly or eco-friendly activities. • To honour our outstanding student achievers. • To focus more on co-curricular and extra-curricular activities along with curricular or academic activities. • To observe all days of national importance and to commemorate memorial days. • To strengthen the activities of different clubs of the college. • To strengthen the activities of various departmental Associations. • To increase the library hit rate among students. • To buy more books and to extend the department libraries. • To organise programmes to honour the luminaries of the campus. • To improve the quality of faculty publications. • To promote extension activities in the neighbourhood or local community for sensitizing students to social issues • Programmes to encourage students to improve their scientific spirit and research aptitude. • To propagate stronger interaction with alumni members.