Yearly Status Report - 2017-2018

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.	**9446708702**
Registered Email	**principal@catholicatecollege.ac.in**
Alternate Email	**catholicatecollege@yahoo.com**
Address	**Basil Hills, Makkamkunnu P O Pathanamthitta**
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. SUNIL JACOB**
Phone no/Alternate Phone no.	**04682222223**
Mobile no.	**9447472638**
Registered Email	**iqac@catholicatecollege.ac.in**
Alternate Email	**catholicatenaac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://catholicatecollege.com/IQAC/document/2016-17aqar.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://catholicatecollege.com/naac/document/AC2017-18.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.60**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jan-2005**

7. Internal Quality Assurance System

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
Department of Mathematics	**02-Mar-2018**	**123**

organized a regional seminar on	1	

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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	Student Project	KSCSTE	2017 365	10000

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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	**75682**
Year	**2017**

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

? Monitored teaching and learning process regularly ? Conducted training programmes for junior faculty members ? Framed academic calendar of the college and monitored its implementation ? Help and coordinate student support and mentoring in academic, sports and cultural activities. ? Organized lectures and talks by eminent resource persons inside and outside the state.

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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	Achivements/Outcomes
To create awareness among staff and students regarding the taxation policy that is about to be implemented soon.	• GST outreach program was conducted by the Commerce department on July 21, 2017 and it was sponsored by the Department of Commercial Tax, Government of Kerala. • A talk on GST To acquaint the students with recent developments in the Indian economy, the Economics association organized an invited talk on "Goods and Services Tax", on December 12, 2017. Sri. Sabu P. T, Intelligence Officer, State GST Department delivered a talk on the topic.
To commemorate and celebrate memorial days and International/National Days of Remembrance.	• The Department of Malayalam organized Reading Day Celebrations from 19th June 2017 to 26th June 2017. • The Department of Malayalam organised 'Kumaran Nair Anusmaranam' on 31/08/2017. Rev. Dr. Mathew Daniel delivered the lecture. • 'Prof. P T John Smaraka Sahithya Preshnothari' was held on 22/11/2017 under the aegis of the Dept. of Malayalam. • The Department of Malayalam organised 'Muloor Smaraka Sandarshanam' on 06/10/2017. • Famous poet Sri. Kureepuzha Sreekumar inaugurated 'Mathrubhasha Dinacharanam' on 22/02/2018. • Keralapiravi Celebrations were held from 01/11/2017 to 11/11/2017 under the aegis of the Dept. of Malayalam • The Department of Malayalam celebrated World Environment Day on 05/06/2017.
To organise programmes that could inculcate in students more values and social responsibilities.	• A seminar was conducted by the Commerce Department on 'Corporate Social Responsibility' on 15/12/2017 and 16/12/2017.
To encourage students to be more involved in nature friendly as well as co-curricular activities.	• During different programs in the college, instead of plastic and other non biodegradable materials, ecofriendly alternatives were used. For decoration and other purposes, paper crafts were preferred. • Prathibha sangamam was held on 06/03/2018 under the aegis of the Dept, of Malayalam and it was led by Sri. Francis Norona (Novelist and short story writer). • INGRESSIO LITERA — To encourage students, a programme titled Ingressio Litera was organized by the department of English on 7th July, 2017. • KUDOS 2K18 — A programme titled Kudos 2k18 was conducted by the department of

	English on 13th March 2018 to honour our the outstanding student achievers in academics, sports, and in literary and cultural realms.
To organise more National/International seminars, workshops, Awareness classes, Lectures, Talks etc.	• MURALI MANOHAR LECTURE 2018: The department of English organized Murali Manohar lecture. The lecture was delivered by Sri. K N Venugopal, eminent literary critic and chief editor of Bhashaposhini •KUDOS 2K18 On 13th March, 2018, an interaction session with Dr. R. Bhadran Pillai, acclaimed critic writer was organized by the department of English. •The Dept.of Hindi conducted a language skill development programme based on the topic 'Aasani se Hindi' on 23/2017. • The Department of Malayalam organised K V Thampi Smaraka Prabhashanam on 07/07/2017.The lecture was delivered by famous Malayalam poet P Raman.• Department of Malayalam organised Chalachithra pradharshanam on 08/01/2018. A talk on Contemporary Films was held on 10/01/2018 the talk was delivered by Dr. Aju K Narayanan. •Lahari virudha bhodhavalkarana seminar was led by Sri. K S Gopakumar (koiprum police station) on 06/03/2018. •A talk on GST To acquaint the students with recent developments in the Indian economy, the Economics association organized an invited talk on Goods and Services Tax, on December 12, 2017. Sabu P. T, Intelligence Officer, State GST Department delivered the talk • Economics Department conducted 'Budget Analysis' on 26th February 2018 in the wake of Union Budget 201718. •The Department of History organised Seminar on 'Local History writing' on 3rd October 2017. •The Department of Mathematics organized Regional seminar on 'Recent Advances in Mathematics' on 2nd March, 2018 in association with Kerala Mathematical Association (KMA) cosponsored by Mahatma Gandhi University, Kottayam. • Regional Workshop on Research Methodology – The Mathematics Department organized a Regional Workshop on Research Methodology on 11th April 2018. • Workshop on C programming Mathematics Department conducted workshop on C programming on 7th March, 2018 to encourage students teachers to learn additional programming concepts apart from prescribed syllabus. • The

	Department of Physics conducted an International conference on Advanced Nanostructures – on 12 14 March 2018. •The Department of Physics conducted Prof: N G Kunjachen Memorial Lecture Series on 27th October 2017. • One Day Workshop On Programming Language "Python" was conducted by the Dept. of Computer application on 9th November 2017. • Department of Chemistry conducted a One day seminar on 'Inorganic Solid State Materials: From Design to Applications' on 3rd September 2017 with an objective to provide strong foundation to Inorganic Solid State Chemistry and Crystallography to M. Sc Chemistry Students. • Inauguration of Chemistry Lecture Series and Award Distribution ceremony was held on 26th September 2018 • Department of Zoology conducted One day seminar on Stratospheric Ozone Depletion: Implications for life on 28/09/2017. • A One day seminar titled Kanivu was held on 24/01/2018.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
COLLEGE COUNCIL	**02-Aug-2018**

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	**2018**

Date of Submission	**06-Dec-2018**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Catholicate College has a well developed website. All the essential data in the college website can be easily accessed by the staff and students. The webpage are updated from time to time. New information is added**

and the webpage is refreshed. All the important 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.

Part B

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-planned scheme for the effective implementation of the curriculum in conformity with the academic calendar provided by Mahatma Gandhi University. The process involves a number of decisions taken at the Staff Council, IQAC and Departmental meetings to determine workload, allocation of work, preparation of time table, etc. The whole planning is done keeping in mind various educational, social and cultural objectives envisioned in the motto of the college. The Heads of the departments make sure that the syllabus portions allotted to teachers are completed within the University stipulated semester schedule. Teaching plan prepared by teachers is instrumental in curriculum delivery and its effectiveness is ensured through evaluation procedures. Class tests and Internal/Model examinations are held for every batch during the ongoing semesters and the duly valued answer papers are promptly returned to the students. In order to enhance subject interest, the faculty of the institution guide the Undergraduate and Postgraduate students to actively participate in seminars and undertake various assignments. The academic infrastructure of the college boasts of well-equipped science labs, computer labs, language lab and digital theatres/ smart classrooms. Both teachers and students are encouraged to attend programmes such as workshops/seminars/ invited talks inside and outside the campus as well. Faculty and students are encouraged to present papers in Seminars which in turn are helpful in augmenting the curricular framework. The collection of Students' feedback through different channels such as open houses, mentoring and tutorial sessions is also an important aspect of curriculum. The feedback from students

thus received is discussed at Department level staff meetings and necessary steps are taken based on it. Parental feedback at the class-wise PTA meetings are helpful in monitoring regular completion of syllabus and also ensuring a free and fair evaluation. 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 chosen for the project. Annual study tours are conducted for both UG and PG students whereby they visit places and institutions of academic value. In order to update their subject based knowledge, students and faculty are encouraged to take part in seminars, conferences and competitions. Under achiever or needy students are imparted remedial coaching. The Departments also arrange Special classes for the timely completion of the curriculum content. In order to overcome the academic weakness of students who belong to the bottom of the merit hierarchy at the time of admission a Scholar Support Programme (SSP) is implemented by the college. Walk with a Scholar (WWS) programme at the undergraduate level provides specialized mentoring and guidance to meritorious students to excel in learning. The college has a well updated library that has a good collection of books, journals and electronic resources at its disposal to ensure the active engagement of the college in the advancement of the curriculum.

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	Professional Diploma in Computerized Financial Accounting (PDCFA)	01/06/2017	180	Employability	Programming Skills
NIL	Diploma In Computer Application (DCA)	01/06/2017	180	Employability	Programming Skills
NIL	Professional Diploma in Desktop Publishing (PDDTP)	01/06/2017	180	Employability	Programming Skills
NIL	Statistical Computing And Data Analysis (UGC- Add On)	01/06/2017	365	Employability	Skills in Statistical Computing and Data Analysis
NIL	Diploma in Statistical Computing And Data Analysis (UGC- Add On)	01/06/2017	365	Employability	Skills in Statistical Computing and Data Analysis

Certificate in Statistical Computing And Data Analysis (UGC- Add On)	NIL	01/06/2017	365	Employability	Skills in Statistical Computing and Data Analysis
Certificate Processing in Word Processing and Data Entry Operator (CWPDE)	NIL	01/06/2017	180	Employability	Programming Skills
Aquarium Setting and Management	NIL	01/06/2017	10	Employability and entrepreneurship	Aquarium Setting and Management skills
NIL	Post Graduate Diploma In Computer Application (PGDCA)	01/06/2017	365	Employability	Programming Skills

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 MODEL I	01/06/2017
BA	MALAYALAM MODEL I	01/06/2017
BA	HINDI MODEL I	01/06/2017
BA	HISTORY	01/06/2017
BA	ECONOMICS	01/06/2017
BSc	MATHEMATICS	01/06/2017
BSc	PHYSICS MODEL I	01/06/2017
BSc	CHEMISTRY MODEL I	01/06/2017
BSc	BOTANY MODEL I	01/06/2017
BSc	ZOOLOGY MODEL I	01/06/2017
BCom	B. Com. Model I	01/06/2017

		(Finance and Taxation)	
BCom	B. Com. Model I(Computer Application)	01/06/2017
BCA	BCA	01/06/2017
MA	English	01/06/2017
MA	Malayalam	01/06/2017
MA	Hindi	01/06/2017
MA	History	01/06/2017
MSc	Mathematics	01/06/2017
MSc	Physics(Electronics)	01/06/2017
MSc	Physics(Material Science)	01/06/2017
MSc	Analytical Chemistry	01/06/2017
MSc	Polymer Chemistry	01/06/2017
MSc	Botany	01/06/2017
MSc	Zoology	01/06/2017
MCom	M.Com. (Finance and Taxation)-Aided	01/06/2017
MCom	M.com(Finance and Taxation)-Self-Finance	01/06/2017

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

	Certificate	Diploma Course
Number of Students	65	135

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	03/07/2017	70
[View File](#)		

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	ECONOMICS	52
BSc	MATHEMATICS	53
BSc	PHYSICS MODEL I	46
BSc	CHEMISTRY MODEL I	43
BSc	BOTANY MODEL I	47
BSc	ZOOLOGY MODEL I	35
BA	ENGLISH MODEL I	54
BA	MALAYALAM MODEL I	29
BA	HINDI MODEL I	17
BA	HISTORY	32

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

Academic institutions are required to systematically collect data about their institutional functioning, comprising components such as educational process and performance outcomes this can be regarded as feedback system. The information is systematically gathered and organized to represent some aspect of the college. The data provide the institution with performance feedback, which can be utilized in decision-making processes. In order to upgrade the integration of information, aptitudes and interactions of teachers and learners inside the institution, the college has an efficient feedback system that incorporates students, teachers, parents and alumni. IQAC of the college leads a dynamic feedback committee that effectively performs the activities of framing relevant questionnaire, collection and analysis of feedback. The college has collected feedback from students, teachers, alumni and guardians based on different parameters associated to teaching learning: the overall environment, infrastructure and also the parental perception on qualitative scales. The feedback committee has been effective in evoking a positive reaction towards the feedback system from the stakeholders: students, teachers, parents and alumni. They made valuable suggestions on the plus points of the college and also pointed out a few weak points as well, that can be enhanced for the improvement of the institution. The feedback mechanism enables to plan several curriculum enrichment extension activities. The student and teacher feedbacks are analysed in an elaborate manner and remedial activities taken without fail. Parental feedback is collected during PTA meetings as well. Parents are keen in realizing the positive aspects of the college and make timely recommendations to enhance the quality of instruction of their wards. The college alumni have active association within the programmes conducted by the college and their feedback and valuable suggestions contribute to the development of the institution. The feedback system is a necessity to create a strong bond among teachers, students, parents and alumni. The feedback is consolidated annually and the institution arrives at inferences for current and future development. The IQAC follows the sound practice of gathering feedback in the month of February each year. The feedback committee analyses the responses collected from diverse stakeholders and plans a report in active dialogue with the IQAC. At the following level, the college council discusses about the feedback report and the proposals submitted by IQAC and provide directions to concerned departments for executing measures for enhancement. After due considerations regarding the responses collected from diverse stakeholders, IQAC has given the following recommendations: a) The faculty should be approachable and more friendly to students b) IQAC instructs the teachers to give simple and short study materials to the slow learners c) On adequacy of instructional hours to complete the syllabus, special classes has to be in advance. d) Providing inspiration and organising counseling sessions to the students who confront emotional issues e) Enhancement of the scholarly

knowledge of students by organising departmental level seminars/webinars and invited talks/lectures by prominent persons in particular subject related area.
f) Increasing the laboratory facilities and further addition of curriculum related text books, journals and periodicals in college library.

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	60	103	54
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1666	383	10	2	111

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	Numberof smart classrooms	E-resources and techniques used
123	102	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
2049	123	1:17

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	29	0	43

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
2018	DR.M.S.Paul	Assistant Professor	Member, U.G.Board of studies M.G.University
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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	31/03/2018	15/05/2018
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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	54	37	69
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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)

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	1095	KSCSTE	24.08	5.44
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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
National Seminar on Corporate Social Responsibility	Commerce	05/12/2017
National workshop on Data Analysis in Business Research	Commerce	26/03/2018
International Conference On Advanced Nanostructures	Physics	12/03/2018
Two-Day National Seminar on "New Frontiers in Theoretical Chemistry" (NFTC 2018)	Chemistry	19/01/2018
One-day seminar on "Inorganic Solid State Materials: From Design to Applications"	Chemistry	03/10/2017
Prof.K.V.Thampi Memorial Talk(One Day Seminar)	Malayalam	07/07/2017
Loka Mathrubhashaadinam	Malayalam	21/02/2018
National Seminar on Corporate Social Responsibility	Economics	05/12/2017
National Workshop on Data Analysis in Business Research	Economics	26/03/2018

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
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

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

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of

Center			Start-up	up	Commencement
NIL	**NIL**	**NIL**	**NIL**	**NIL**	**Nill**

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	**NIL**	**NIL**

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

Name of the Department	Number of PhD's Awarded
Physics	**1**

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)
National	**Physics**	**1**	**1.29**

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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
Botany	**1**

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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
Room temperature magnetoelectric coupling effect in CuFe2O4-BaTiO3 core-shell and nanocomposites	**Raneesh B**	**Journal of Alloys and Compounds**	**2017**	**36**	**Department of Physics, Catholicate College, Pathanamthitta, Kerala-689645, India**	**32**

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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
Room temperature magnetoelec	**Raneesh B**	**Journal of Alloys and**	**2017**	**15**	**32**	**Department of**

tric coupling effect in CuFe2O4-BaTiO3 core-shell and nanocomposites	Compounds				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	4	18	17	7
Presented papers	7	21	0	0
Resource persons	0	0	1	0

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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
Ozone day Observance	KSCSTE and Department of Botany	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

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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Biodiversity Board TSG	KSBB and Department of Botany	Support on Biodiversity related issues	1	12

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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 | 0 | 0 | 0 |

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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 Complex, Pathanamthitta, Kerala, Mob: 9947736348, Phone: 0468-2327788, Email: softwaretraining@ infodawn.in, Website: www .infodawn.in	01/12/2017	31/03/2018	Alwin Mathai, Arya M Nair, Arya Radhakrishna n, Godwin G Mathew, Justin Raju, Mohammad Ajmal, Smruthy MS, Zen Sunny

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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
MOONLIGHT	10/02/2017	Certificate Course	20

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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
26.49	21.01

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	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	63538	12664938	421	131790	63959	12796728

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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
NA	NA	NA	Nill

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	120	7	1	0	0	18	95	100	7
Added	7	0	0	0	0	2	5	0	0
Total	127	7	1	0	0	20	100	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	Nill

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 incurredon maintenance of physical facilites
3	0.88	18	18.38

 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 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. For CATH Herbarium maintenance Fumigation is conducted annually to prevent pest and fungal growth. Damaged folders are periodically checked and necessary measures are taken. The Canteen Committee regularly inspects and surveys the hygienic conditions of the canteen and the quality of food prepared and served there. 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. 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 commitees are implemented.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. Antivirus software updations are made for computers periodically to prevent and remove any type of malwares. Campus wifi is maintained by service providers such as BSNL.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

https://catholicatecollege.com/naac/document/4.4.2-Website link-Maintenance of Campus Infrastructure-1-2017-18=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	400

Financial Support from Other Sources			
a) National	Inspire Scholarship	8	64000
b)International	Jeevakarunya Scholarship	15	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 implemetation	Number of students enrolled	Agencies involved
Remedial coaching, Department of Economics	01/08/2017	48	Department of Economics, Catholicate College
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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 passedin the comp. exam	Number of studentsp placed
2017	Catholicate Life Science Coaching Centre (CLiSCC), NET coaching centre under Department of Botany	15	0	5	28
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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
5	5	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Wipro Ltd.Cochin (On Campus)	15	1	Doha International Airport	15	1

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	34	B.A. English	Department of English	U.C. College, Aluva	M.A. English

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	14
SET	1
GATE	1
CAT	2

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

Activity	Level	Number of Participants
Football	National	198

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
Nill	NIL	Nill	Nill	Nill	NA	NA

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In accordance with the rules of M G university a students union is elected every year. It is elected through Parliamentary mode, by selecting class representatives from each class. It consists of a male representative and a female representative elected from each class based on the guidelines of the Lyngdoh committee. The union elects its chairperson and other office bearers. The students union and various clubs and associations give them ample opportunity for effective participation in governance of the college. During the academic year 2017-18 Libin Varghese, III BA History was the chairman of the executive body of the students council. The students council conducts various co-curricular and extracurricular activities for the students. The inauguration of the student's council was conducted on 28th November 2017 which provided the students an opportunity to show their talents. Arts Day "Hallabol" was conducted on 16th ,17th and 18th of January 2018. Besides this, each department has its Association where the activities and programmes of that

particular department are conducted. It consist of all the students of respective departments and is represented by the Association Secretary. The departmental associations coordinate curricular and co-curricular activities of the students. Students actively take part in the activities of NSS and NCC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1937

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. It has a pivotal role in the institution's pursuit for excellence in the field of higher education. The Association has various chapters abroad and they lend a helping hand financially, especially to those students coming from an economically weak background. 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. To encourage the students, various alumni chapters of different departments have instituted scholarships in fond memory of their favourite teachers.The annual Alumni Meeting was held on 15-08-2017 in the college auditorium. The registration started at 9.30 am. The official meeting started at 10.30 am. The presence of H.G Abraham Mar Seraphin Metropoliton, Sri P.I Shaila Pareeth IAS, Sri Anto Antony MP, Veena George MLA were the guests for the meeting. After the meeting, the members shared nostalgic memories of college life. The meeting came to an end at 1.30 pm with the national anthem.

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 promotes a culture of decentralisation and participative management. At all levels of decision making, related to the policies, development and functioning of the institution, the action plan is formulated by the planning body which includes Management, Principal, Non-teaching, Faculty and Student coordinators of various academic committees. The Principal monitors the procurement, and decides on the introduction of new programs and welfare activities. Further, different committees like Examination, Cultural, Discipline, NCC, NSS, Women's Cell, Anti-ragging Committee, etc. are sculpted for the smooth running of the college. At each level there is an active participation in planning and implementation. All the members work as a team for the amelioration of the institution. Practice 1: Functioning of Grievance Redressal Cell Grievance Redress Mechanism is an integral part of an institution. The College has an efficient and effective grievance redressal mechanism. Every year College Council entrusts the charge of Grievance Redressal Cell to one of the faculty members and constitutes a committee of

Teaching, Non-teaching and students. The students state their grievance regarding any academic and non- academic matter within the campus. The Grievance Redressal Committee looks into the complaints lodged by students and redress it by discussions and taking measures as per the requirement. Every department has a Grievance Redressal Committee to redress the grievances of the students of the department. Practice 2: Functioning of Counselling Cell In the changing scenario, Counselling cell plays a vital role in an educational institution. Counselling Cell of the College helps students to become cognizant of their potential while dealing with anxiety and stress. A College Counselling Cell named Sophia Counselling Centre, is attached to the department of Syriac. Every Tuesday a full time Counsellor is available to render service to those who require help. Teachers in charge of Counselling cell hold meetings and discuss the problems faced by students and empower them with life skills needed to face the challenges of the dynamic world. Every department has a Counselling Cell to facilitate the well-being of the students in the department through support and guidance.

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
Examination and Evaluation	The college follows the instructions given by the university for examination and evaluation. Teaching Faculty of the College actively take part in the Question Bank preparations and setting of Question Papers. The college conducts internal exams every semester and the departments conduct special class tests. 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.
Admission of Students	Admission of Students to various programmes in the institution is done through CAP, 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.

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 well-equipped Library and separate spaces for reading. The ICT facilities offered by the institution includes Smart class room, WIFI connected departments, Language labs, Seminar Halls, Science Labs etc.
Research and Development	The College encourages 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.
Teaching and Learning	The institution takes initiative in organising workshops, lectures and seminars for 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.
Curriculum Development	The College is affiliated to MG University and follows the curriculum designed by the University for various programmes. Many faculty members of the institution are members of the UG and PG Board of Studies of MG university. Every year the institution frames an academic calendar which is instrumental in planning the academic year ahead.

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

E-governace 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	**CAP admission 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	**Nil**

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
Nill	**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)
2018	**One Day Conference of Academic Staff of Malankara Orthodox Church Colleges**	**NA**	**10/10/2018**	**10/10/2018**	**73**	**Nill**
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 development	Number of teachers who attended	From Date	To date	Duration

programme				
Science Academies' Refresher Course in Statistical Mechanics	1	02/05/2018	16/05/2018	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
1) Employees 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)	1) Employees 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.	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.

6.4 – Financial Management and Resource Mobilization

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

The Institution conducts internal and external financial audits regularly. Internal audits are conducted annually by the financial accounting team constituted by the management. They look in to the discrepancies if any, in the institutional accounts and are subjected to immediate rectification. Internal audit is followed by the external statutory audit which is also conducted annually. In case the committee lodges any auditory objections, the sound management mechanism of the college executes corrective actions. The report submitted after the audit will be in compliance with these rectifications.

There also exist a provision for the external audit team to raise their apprehensions to the higher echelons of 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. • Indian Jeevakarunya Trust provides the institution with an amount of Rs.15000/- per annum. This amount is equally divided among the selected students from the different departments of the college. • 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	594803	Student Support
View File		

6.4.3 – Total corpus fund generated

609803

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	IQAC team
Administrative	Yes	External Expert	Yes	IQAC team

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. • Annual Day Celebrations. • Orientation and induction programmes for UG and PG students.

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)

• Inauguration of C-LiSCC Catholicate life science coaching centre on January 12,2018. • Phycotechnology Lab • Cath Herbarium

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
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

2017	Environment Day Celebration – organised in association with Kerala State Council or Science, Technology and Environment (KSCSTE), United Nations Academic Impact (UNAI), Ecological Commission of Malankara Orthodox Churches, Biodiversity Club, and IQAC	07/06/2017	07/06/2017	07/06/2017	200

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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
1. Seminar on Gender Diversity	09/03/2018	09/03/2018	52	0

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. World Environment day –conducted by NSS on 05/06/2017 2. Environment Day Celebration -7th June, 2017 by Department of Botany 3. Inter departmental essay writing competition –as part of World Environment day- 9th June , 2017 by Department of Economics 4. World Environment Day celebrations by Department of Zoology on 16th June 2017. 5. Awareness programme on Rainwater harvesting by NSS on 22/06/2017 6. International Ozone Day observance on 28th September 2017 by Department of Zoology 7. The cleanliness week observance (from 23/10/17)

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
2018	1	1	12/03/2018	3	INTERNATIONAL CONFERENCE ON ADVANCED NANOSTRUCTURES	There was a lack of international exposure for students.This programme gave them great exposure.	600
2018	1	1	26/02/2018	3	NATIONAL SCIENCE DAY CELEBRATIONS	Gave more idea about Sustainable Future and about the necessity of Science and Technology for future.	203
2017	1	1	21/10/2017	1	CHEMSPARK	An event which aims to encourage school students to develop an interest towards chemical science	52
			[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	07/07/2017	1. All students should follow the rules and

regulations of the College. Ignorance of rules is not an excuse. 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. 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. 4. Smoking, use of alcohol and drugs or indulging in 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 students of those classes.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Environment Day Observance	07/06/2017	07/06/2017	73
Ozone day Observance	18/09/2017	18/09/2017	64
Hiroshima Observance day	04/08/2017	04/08/2017	80
Conference on Corporate Social Responsibility	15/12/2017	15/12/2017	78
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? An awareness programme was organised by the Dept. of Economics in the beginning of the academic year so as to create awareness among the students to REDUCE, REUSE and RECYCLE the waste generated in the campus.A group of students were entrusted with the task of monitoring the safe disposal of waste in different bins. ? Proper dustbins are placed inside all the classrooms and staffrooms and use of plastic is strictly prohibited. ? Restricted entry of Automobiles inside the campus. ? The faculty members, non-teaching staff and students are sensitized to use electric power judiciously and the teaching and non-teaching staff along with students are dedicated towards maintaining the greenery and cleanliness. ? 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. Students conduct their research works based on the butterfly garden. ? Every year, sites for planting the trees are identified by the Dept. of Botany and it is done on a regular basis. ? The faculty members, non-teaching staff and students are sensitized to use electric power judiciously.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE 1 Title of the Practice: "Research Fostering"- Encouraging student community and teachers to engage in research activities. To attract students to research activities, the college hosted many national and international seminars, symposiums, and workshops. Programmes: Seminar, symposiums, and exhibitions - Many departments organised seminar series in their respective fields with massive student participation. Department of Physics conducted an international seminar in which scholars and scientists from Japan, Russia and Israel participated. This event was a great encouragement to the student community of the college. As the college is situated in a semi-urban area, this kind of exposure is essential for the students to see the changeshappening in the international academic communities. Projects, Scholarships, and Publications-To promote research, the maximum number of teachers got involved in many major and minor projects funded by the state and national governments. During this time several teachers were awarded guideship. New Research Courses- To meet the research aspirations of the student community, a Mphil course started in the Department of Zoology. This gave the opportunity to the students in the region to pursue a research degree on the campus. Scholarships - Students were supported and guided to apply for various Scholarships such as ASPIRE and INSPIRE. They were provided with support for bagging these scholarships. BEST PRACTICE II Title of the Practice: "Hitting Our Library"- This is a programme envisaged to promote the library use of the students and teachers. Various innovative programmes were conducted by the library to increase student engagement in the library. Programmes: Browsing centre, Digital Support, Kiosk To utilise the advantages of digitisation, the library introduced a browsing centre where students can use computers, internet and printers without any cost.They could download and print the contents they require. New kiosks at the library were introduced this year to help the students to locate the books and offer them easy use of the library resources. Exhibitions, Talks, Awards- To make the library a student destination, the library council conducted many programmes. On important days, reading events were organised. Book exhibitions and talks on newly arrived books were held at a regular interval. The best reader award was constituted by the library council and was given to the students who took and read the maximum number of books.

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/7.2bestpractices.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 ChithiraThirunal 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 Pathanamathitta, the second least polluted town in India, our college offers an eco-friendly vibrant ambience and serene atmosphere, helping the students to develop academic vigour and critical thinking. The college has 13 departments which offer 13 UG courses, 15 PG courses, 8 research centres, 5 self- financing courses and a number of Add on courses. In the academic year 2018-19, all the departments secured high results in both UG and PG level and the UG pass percentage of almost all the departments were above the university average.

Provide the weblink of the institution
https://catholicatecollege.com/naac/document/7.3.12017-18.pdf

8.Future Plans of Actions for Next Academic Year

Action Plan for 2018-19 ? To conduct more sessions on the latest advancements in Art and Culture. ? To improve academic results and thereby focusing more on Academic Excellence. ? To Improve the quality of faculty publications ? To make students well equipped with the latest developments in the field of study through invited lectures and workshops. ? To propagate stronger interaction with alumni. ? To organize more meetings with parents to maintain proper interaction and communication with them ? To enhance the Research environment in the campus. ? Greater involvement in extension activities. ? To organize State, National and International Seminars, Projects, Quiz competitions etc. ? To give more focus on gender sensitization. ? To maintain a lush green campus to be more eco-friendly. ? Encouragement for active participation of the students in co-curricular activities and to achieve higher results for their future. ? To impart knowledge to develop responsibility towards the community. ? To engage more in social and cultural aspects of the society. ? To conduct exhibitions, book fests, and other departmental fests. ? To conduct lecture series on wide variety of topics that are the needs of the hour.