Yearly Status Report - 2019-2020

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.	**04842222223**
Mobile no.	**9446708702**
Registered Email	**principal@catholicatecollege.ac.in**
Alternate Email	**catholicatecollege@yahoo.com**
Address	**Catholicate College Basil Hills, Makkankunnu PO, 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.	**04862222223**
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/AQAR2018-2019.pdf

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/Calendar-2019-20.docx

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.60**	**2015**	**09-Jun-2015**	**08-Mar-2022**

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
National Science Day	**19-Feb-2020**	**122**

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. Raneesh B.	Major Project	UGC-DAE-CSR	2020 1095	135000
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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 :	5
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	144620
Year	2019

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

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.

Supported both college library and departmental library facilities.

Conducted Student Satisfaction survey at the end of the year and ATR was prepared.

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 organise lecture series based on relevant topics by giving opportunities to eminent alumni members.	• Department of English Conducted SAGESSE FIESTA – Interaction programme with their former Alumni and Civil Servant Basha S Moahammed on 1st August 2019 • Department of English Conducted ALUMNI MEET and Interaction with Alumni Members on 10th November, 2019. • A Programme by the Economics Alumni called 'Ecocarnival' was held on 28th August 2019. Retired faculty members Prof .Sivasankara Pillai, Prof.P. J. Mathew and Prof.C.V Scariahkutty were the chief guests of honour and the progamme became successful with the active participation.
To conduct more sessions to develop the writing skills of the students	• Department of History arranged a Workshop for efficient project writing on December 2019. • One day workshop on academic writing & project presentation was conducted by the Department of English on 19th December, 2019
To provide training and assistance for PG and UG students for appearing for competitive exams	• A One day Competitive exam training programme was provided to 3rd year students on 06.01.2020 for their exam preparations. All the students from 3rd year UG classes participated this session. • Personal training and counseling was organised by the Department of Commerce to all the students of the department. For 1 B.comstudents, the programme was conducted on 08.08.2019 , for II B.com students on 05.08.2019, for III B.com students on 12.08.2019, for I M.com on 09.09.2019 and for II M.com on 23.09.2019
To conduct more activities in order to improve practical knowledge among the students.	• Department of History arranged a programme by engaging students in environmental conservation .The department took initiatives in Planting trees in the campus in the month of March 2019 • Department of Physics organized a programme named 'Eco-friendly Bottle Art & Craft Workshop' on 7th February 2020. • Department of Zoology organized a programme titled 'Butterfly Garden Project' to make the

	campus Eco-friendly. Zoo honey production and development of an Apiculture unit was also part of the programme.
To observe and commemmorate days of national and international importance	• Mathematics Department celebrated 'National Science Day' on 19th February 2020, by organising a seminar and inter collegiate power point presentation competition. The programme was sponsored by Kerala State Council of Science, Technology and Environment (KSCSTE) and supported by Dept. of Science and Technology, Govt. of India (DST). The seminar was on the topic, "Advancement of Mathematics in Science and Technology". • Department of Physics conducted National Science day celebrations-2020 on 3rd March 2020. • Department of Botany celebrated World Environment Day on 05/06/2019. Department of Botany celebrated Ozone day Observance on 24 /09/ 2019.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
COLLEGE COUNCIL	**29-May-2020**

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	**2020**
Date of Submission	**01-Dec-2020**
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)	**Effective management of any educational institution requires proper processing and management of diverse information related to administration, decision making, teaching learning and evaluation. In addition to manual and legacy methods of communication, the institution relies on technical tools**

and applications for managing information. Catholicate College has a welldeveloped website which is used to communicate information and details regarding the College, Departments and Teachers, Courses offered, Admissions, Services offered, Fees, Campus, activities, Resources etc. All necessary information is published in the College Website for the easy access of staff and students. The website is updated from time to time to include information on latest developments and achievements of the college. The Management Information system is managed from the Principal desk. Announcements, Notices, Government and Nongovernment/ Management orders are coordinated officially through emails. Information regarding examinations and other urgent information are intimated to the teaching and nonteaching staff through platforms like WhatsApp, SMS and emails. Information from Teachers, office staff and students are collected via email, SMS and WhatsApp. Different online software is used to maintain admission details of students. This helps the students to view the updates of the admission to each course like seats filled, seats vacant etc. A portal has been created with the SBI for the transaction of the fees during the time of admission. ID cards of students are also generated using online software. 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. All the library users enter the library through eGate using their ID cards. Students Feedback and Complaints software module is used to register the students' feedback and complain. Modules like Office Management is used to manage the files in the college office for easy reference. Online Notifications module is used to generate Online Notification of daytoday events of the college. Time table Manager is used to manage the time table online. 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. Be it 'online admission, online fees management, or examrelated information, these technical tools enable the institution to segregate, systematize and maintain the data. It helps in planning better strategies for the institution's journey towards excellence.

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 laid out a well-planned scheme for the effective implementation of the curriculum. Overall planning is done keeping in mind the various educational, social and cultural. objectives envisioned in the motto of the institution. The college academic calendar is prepared at the beginning of every academic year in conformity with the University calendar. The process involves a number of decisions taken at the IQAC, Staff Council and meetings of Departments to determine workload, allocation of work, preparation of time tables and other co-curricular activities. The Head of the department undertakes the division of syllabus among the faculty based on their area of expertise and interest; and also ensures the time bound completion of the syllabus. Faculty members deliver the curriculum in accordance with the teaching plan approved by the HOD and the effectiveness is ensured through various evaluation procedures. Bridge courses are provided to First Year UG and PG students. Elective courses and open courses in the prescribed syllabus give students ample autonomy and choice. In each semester the Internal assessment of the students is undertaken by the conduct of internal examinations. Valued answer scripts are duly returned to the students with suggestions for further improvement. Regular class-wise PTA meetings are held to monitor the feedback from parents regarding regular completion of syllabus as well as free and fair evaluation. Feedback from the students is taken and discussed by respective departments. Under the guidance of the faculty, assignments and seminars are allotted to UG/PG students. The various science, computer and language Labs along with smart classrooms and digital theaters are utilized optimally for making curriculum delivery effective. Both the Students and faculty are encouraged to attend seminars, participate in conferences and undertake paper presentations within and outside the college. The projects undertaken by the students at the UG/PG level enable them to develop better insights in their respective subject content. Study Tours and Industrial Visits are conducted for the students and function as an essential part of gaining quality experience in the subject area. For underachiever students Remedial coaching is provided. The college also has a Scholar Support Programme at the undergraduate level that is helpful in overcoming the academic weakness of students who are at the lower end of the merit hierarchy at the time of admissions. Walk with a Scholar (WWS) programme is an initiative for the meritorious students where they are identified and through specialized mentoring programmes guidance is provided to frame their future course of action. The Add-on programmes/ Certificate /Value added courses supplement the additional curricular goals. All the infrastructural facilities and e-resources at the disposal of the institution

are made available to the students to enable them to undertake and achieve their curricular tasks. The Grievance redressal cells of the college are active, student centric and gender sensitive. All these mechanisms ensure the smooth and effective delivery and documentation of the curricular objectives.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Aquarium Setting and Management	Nil	06/07/2019	10	Employabil ity and entr epreneurship	Aquarium Setting and Management skills
Nil	Post Graduate Diploma In Computer Application (PGDCA)	06/06/2019	365	Employabil ity	Programming Skills
Nil	Professional Diploma in Computerized Financial Accounting (PDCFA)	06/06/2019	180	Employabil ity	Programming Skills
Nil	Diploma In Computer Application (DCA)	06/06/2019	180	Employabil ity	Programming Skills
Nil	Professional Diploma in Desktop Publishing (PDDTP)	06/06/2019	180	Employabil ity	Programming Skills
Nil	Diploma in Statistical Computing And Data Analysis (UGC- Add On)	06/06/2019	365	Employabil ity	Skills in Statistical Computing and Data Analysis
Nil	Advanced diploma in Statistical Computing And Data Analysis (UGC- Add On)	06/06/2019	365	Employabil ity	Skills in Statistical Computing and Data Analysis
Certificate Processing	Nil	06/06/2019	180	Employabil ity	Programming Skills

in Word Processing and Data Entry Operator (CWPDE)					
Computer Fundamentals and softwares (UGC- Add On)	Nil	06/06/2019	365	Employabil ity	Programming Skills
Certificate Course On Mushroom cultivation	Nil	03/07/2019	15	Employabil ity	Mushroom cultivation Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	06/06/2019
BA	MALAYALAM MODEL I	06/06/2019
BA	HINDI MODEL I	06/06/2019
BA	HISTORY	06/06/2019
BA	ECONOMICS	06/06/2019
BSc	MATHEMATICS	06/06/2019
BSc	PHYSICS MODEL I	06/06/2019
BSc	CHEMISTRY MODEL I	06/06/2019
BSc	BOTANY MODEL I	06/06/2019
BSc	ZOOLOGY MODEL I	06/06/2019
BCom	B. Com. Model I (Finance and Taxation)	06/06/2019
BCom	B. Com. Model I(Computer Application)	06/06/2019
BCA	BCA	06/06/2019
MA	English	06/06/2019
MA	Malayalam	06/06/2019
MA	Hindi	06/06/2019
MA	History	06/06/2019

MSc	Mathematics	06/06/2019
MSc	Physics(Electronics)	06/06/2019
MSc	Physics(Material Science)	06/06/2019
MSc	Analytical Chemistry	06/06/2019
MSc	Polymer Chemistry	06/06/2019
MSc	Botany	06/06/2019
MSc	Zoology	06/06/2019
MCom	M.Com. (Finance and Taxation)-Aided	06/06/2019
MCom	M.com(Finance and Taxation)-Self-Finance	06/06/2019

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

	Certificate	Diploma Course
Number of Students	56	92

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
Pre Placement Training	08/07/2019	46
Soft Skill Development course on Individual and Group Interviews	01/08/2019	46
Fundamentals of Quantitative, Verbal and Logical Reasoning Ability	23/09/2019	47
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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	55
BA	MALAYALAM MODEL I	35
BA	HINDI MODEL I	20
BA	HISTORY	47
BA	ECONOMICS	52
BSc	MATHEMATICS	59
BSc	PHYSICS MODEL I	50
BSc	CHEMISTRY MODEL I	54
BSc	BOTANY MODEL I	45
BSc	ZOOLOGY MODEL I	39
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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

A healthy feedback system is essential to appreciate the institutional strengths, have a better awareness of the weaknesses and based on these inputs to develop action plans for further improvement. In order to enhance the integration of knowledge, skills and interactions of teachers and learners in the institution, the college has an effective feedback system that encompasses students, parents, teachers and alumni. Under the aegis of IQAC an active feedback committee rigorously undertakes 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 analyzed 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 programmes organized 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: a)Organizing more extra-curricular and co-curricular activities for the enrichment of students' skills and talents. b) More improvement in the laboratory facilities and further addition of curriculum related text books, journals and periodicals in the college library. c) Faculty should be more friendly and approachable to students. d) For the benefit of the slow learners they should be provided with simple study materials by the faculty e) Suggestion for the introduction of new add on courses, soft skill development programmes, bridge programmes. f) Providing motivation and organizing counselling sessions to the students who face emotional problems g) Enrichment of the academic knowledge of students by organizing department level seminars/webinars and invited talks/lectures by eminent personalities in respective subject related area.

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	94	51
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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
2019	1731	414	10	2	110

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
122	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)

It is essential to provide a stigma-free mainstream service with far-reaching implications inside the academic context. The university features a well-organised student mentorship programme. . The programme is based on the idea of a mentor as a guide and friend. Mentors maintain both professional and personal ties with their mentees, serving as a guide, counsellor, philosopher, and friend to assure their entire growth and well-being. Catholicate Colleges Counseling and Mentoring support was created to meet the needs of all undergraduate and postgraduate students. Mentoring is a well-established practice that cuts across all departments. Students are urged to meet with their mentors on a regular basis. Mentors and mentees are encouraged to meet once a week. At the start of the programme, the mentees allocated to each instructor are handed mentoring forms, and a SWOC analysis is performed to accurately assess their personality. The mentoring form includes all relevant information on the mentee, such as personal and academic information, achievements and awards, and health concerns. The mentors provide psychosocial counselling, personal counselling, and academic counselling to their mentees. It aids pupils in overcoming personal and academic difficulties. A mentoring journal is also kept by the mentor as a quick reference and continual record of the mentoring activities. The specifics of mentoring activities are kept and managed in strict confidence dealing with academic challenges such as sluggish learning, laziness, and a lack of hard effort. The mentor is also concerned about the mentees psychological and social well-being. The mentees are instructed to meet with the college counsellor if they require specific support. The mentor also collaborates closely with the class teacher to ensure the mentees personal development. Orientation programmes and monthly seminars are also held to help students become more aware of the Colleges various aspects. Mentors also maintain in touch with parents/guardians if the circumstance requires it, such as academic irregularities, bad behavioral changes and interpersonal relationships, harmful activities, and so forth. Apart from the curriculum, a number of unique mentorship sessions for students are arranged by prominent academics and academicians for their general development and advancement. Students are encouraged to participate in extracurricular activities such as cultural and sporting events, Yoga, Chess, Tree Planting, National Service Scheme, National Cadet Corps, Womens Cell, Quiz Club, Science Club, Arts Club, and so on. Every Friday,

each department holds an association meeting. Through these department associations, all students are encouraged to showcase their skill and enhance their talents. Such activities help to shape their personalities and work as wonderful icebreakers in a casual setting, allowing children to grow and share positivity. An effective mentoring system has the potential to improve teacher-student relationships. In addition, there is a Walk with a Scholar programme where students can seek advice on their future plans. The initiative provides them with the required direction, motivation, and mental support to discover relevant fields for further education and work, as well as disseminating information about various central institutions and international studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2145	122	1:18

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	81	31	0	50

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
2020	Dr.Mini George	Associate Professor	Geena devi shodh sree samman donated by Geena devi shodh sanstan, Geena Prakashan, Hariyana
[View File](#)			

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	06/05/2020	13/08/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College strictly abides by the guidelines of Mahatma Gandhi University for the conduct of Continuous Internal Evaluation (CIE). An awareness about the internal examination is given to the parents and students in the orientation program soon after their admission to college and it is reinforced in the departmental Parent Teacher Meetings. As per the revised CBCS 2009 regulations, internal evaluation is done in an effective and systematic manner based on attendance, assignments, seminars and internal examinations. The students are informed of the schedule of internal examinations well in advance giving sufficient time for preparation. Tentative dates of internal examination are also mentioned in the academic calendar given in the College Handbook. Revision sessions are arranged after the completion of syllabus and remedial coaching is provided to weak students. Internal examinations are conducted at the end of

each semester. Question papers are prepared in the university pattern based on the prescribed learning outcomes. The answer scripts are valued and returned in time. Comments and suggestions for improvement are also given. Assignments and seminars are given from time to time for each paper with proper feedback and suggestions. PTA/PTS meetings were 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)

The department charts out its activities based on the College academic calendar prepared by the IQAC following the academic calendar of the Mahatma Gandhi University. The college prepares an academic calendar for the relevant year, which is included in the Hand Book distributed to the students at the beginning 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 contains a proposed schedule of university examinations, tentative dates of internal examinations, PTA meeting, various co-curricular and extra-curricular activities, number of working days in each month, Central and State Government declared holidays etc. 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	53	45	85
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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%202019-20.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	1095	KSCTE	24.08	4.62

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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 Workshop on Algal Taxonomy and Culturing	Botany	27/09/2019
Workshop on Academic Writing and Project Preparation	English	19/12/2019
Prof. V. T Thomas Memorial Academic Lecture	Chemistry	05/03/2020
Inauguration of Lecture Series and Award Distribution Ceremony	Chemistry	10/01/2020
National Seminar	Hindi	18/12/2019
National Seminar	Hindi	18/01/2020
Vayana vaaraghosham	Malayalam	20/06/2019
Basheer Keshavadev Anusmaranam	Malayalam	05/07/2019
Keralappiravi Agosham	Malayalam	01/11/2019
National Seminar on Recent Trends in Nanotechnology	Physics	22/07/2019
National Science Day Celebrations-2020	Physics	03/03/2020
Prof. V. I Joseph Memorial Lecture Series in Applied Physics	Physics	24/01/2020
Seminar on Course Work	Commerce	23/01/2019
National Seminar on Research in Commerce and Management	Commerce	14/03/2019
National Seminar on Scientific Research Process	Commerce	20/08/2019
World Tourism Day Celebration	Commerce	27/09/2019

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
Teacher Award	Dr.Mini	Geenadevi	05/01/2020	Teacher

	George	Shodh Sansthan		

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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
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	1	

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

Name of the Department	Number of PhD's Awarded
Malayalam	5
Commerce	2
Zoology	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)
International	Physics	3	2.43

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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
Zoology	3

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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
A new species and a new combination of Amomum Roxb. (Zingiberaceae) from Sikkim Himalaya, India	V.P. THOMAS	Phytotaxa	2020	1	Department of Botany, Catholicate College, Pathanamthittatholicate College,	1

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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
A new species and a new combination of Amomum Roxb. (Zingiberaceae) from Sikkim Himalaya, India	V.P. THOMAS	Phytotaxa	2020	8	1	Department of Botany, Catholicate College, Pathanamthitta

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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	30	30	17
Presented papers	10	12	Nill	Nill

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
Built House	NSS Unit, Catholicate College, Pathanamthitta	20	95

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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
NSS	Dr. Rekha R- Best N.S.S.Programme officer	Mahatma Gandhi University	203

View File

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	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency			activites	activites
Swatcha Grama Project In Adopted village	NSS Unit, Catholicate College, Pathanamthitta	Adoption of village		3	65

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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
Collaborative research	Dr. Raneesh B.	UGC-DAE-CSR	1095

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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
Collaborative research	Study of family Lythraceae in India	Botanical Survey of India, Pune, IASc INSA	01/05/2019	30/06/2019	Minu Maria James (M.Sc. Student)

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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
81.96	73.79

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

View File

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	**64104**	**12819374**	**125**	**14826**	**64229**	**12834200**

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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
No Data Entered/Not Applicable !!!			
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**	**21**	**96**	**100**	**7**
Added	**0**	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**0**
Total	**124**	**7**	**1**	**0**	**0**	**21**	**97**	**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
No Data Entered/Not Applicable !!!	

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	**2.39**	**16**	**8.06**

 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.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.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. 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. 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 made periodically.

https://catholicatecollege.com/naac/document/4.4.2-Website Link-Maintenance of Campus Infrastructure-2019-20-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	700

Financial Support from Other Sources			
a) National	Senior Research Fellowship [SRF]	1	420000
b)International	Thames Region Ecological Association Scholarship	1	2250

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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
Two-day workshop on practical issues and application in GST	26/11/2019	45	Department of Commerce, Catholicate college, Pathanamthitta

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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
2019	NET Coaching,	40	25	5	21

[View File](#)

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	21

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
Nil	0	0	Infosys,Wipro	32	5

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

Year	Number of students	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme

| 2019 | 38 | B.A English | English | Sacred Heart College, Thevara | 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	12
SET	8
GATE	1

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

Activity	Level	Number of Participants
Inter departmental 4x100m relay	College	66

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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
2019	Bronze	National	20	1	Nill	Salini.P.S

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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)

The college has a College Union for developing the leadership qualities of students. The College Union consists of a Chairperson, Vice-Chairperson (reserved for female students), General Secretary, two University Union Councilors, College Magazine Editor, Arts Club Secretary, and two lady representatives in addition to one girl and one boy as Class Representatives from each class. The College Union officially represents the students. The College Union has a staff advisor nominated by the Staff Council of the College. Chairman gets an opportunity to raise various issues faced by students and to put forward suggestions to improve the academic and extra-curricular activities in the college in the council meetings. The role of other members of the union are as follows Vice chairman assists the chairman in coordinating college union activities. General Secretary is in charge of all activities of the college union where students' participation is involved. Arts club secretary and sports secretary are in charge of conducting and coordinating all arts and sports events in the campus and outside the campus where students of the college are participating. Participation in youth festivals and various sports and games are coordinated and facilitated through the college union with the guidance and assistance of staff advisors. Magazine editor compiles the

literary efforts of students and teachers of the college and publishes college magazine once in a year with the help of a staff editor and magazine committee. Two university union councilors are representatives from the college to the university union where various academic issues and grievances of students are addressed. Five class representatives (Three for three years of UG students and two representatives for two years of PG classes) are there to put forward the issues of general concern by respective batches of students. The sports council consisting of secretary and representatives from each association assists the Physical Education Department in organizing sports, games and tournaments. The Arts Club is formed by the representatives elected from among the secretaries of all the associations. The Principal nominates the teacher in charge of Arts Club and he/she has overall charge of the Arts Club and its activities. The College Union encourages sports, arts and other cultural, educational and recreational activities. The College has two NSS 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 monitors and executes the programmes of the unit. The NCC Army wing has a Senior Under Officer and three Under officers from among the cadets. Students of the college participate in the following academic and administrative bodies - College Union, 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 , Women Cell and various clubs.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1

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 of 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 economically weak backgrounds. The Kuwait Alumni Chapter has instituted an endowment of Rs. 1,00,000/- the annual interest of which is awarded as scholarship for financially poor students. The Dubai Alumni Chapter has instituted 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 10-08-2019 from 9.30 am to 1 pm. Sri. Anto Antony, member of parliament inaugurated the function. Smt. Veena George, Member of legislative assembly delivered the keynote address. Prof. Dr. Mahadevan Pillai, Vice chancellor of Kerala University honoured the rank holders. The meeting was lively with the participation of life members of the association, former principals, teachers and alumni from various walks of life. Departmental alumni gatherings are also conducted. Alumni Association has extended their support in the development of infrastructure facilities of the

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 different practices of decentralisation and participative system of governance. It is a collective effort by the Management, Principal, faculty, staff members and students to implement and manage various policies at the institution. It plays a crucial role in ensuring that all the administrative and academic concerns of the institution are dealt with through a process of collective thinking and decision-making. Various committees like Grievance Redressal Cell, Research Development Committee, Anti Ragging Cell, Internal Examination committee etc are formed to make sure the smooth disposal of various duties and responsibilities. The IQAC of the college is instrumental in designing and assuring the quality of the Institution. Research Development cell promotes research-oriented activities such as workshops, seminars etc. that help the students to enrich knowledge. Two practices of decentralization and participative management during the last year are: Practice 1: Conduct of Annual Sports Meet. Physical fitness is an integral part of Education. Every year the college conducts Annual Sports Meet. The department of Physical Education takes the initiative to conduct the sports meet. The college council decides the date of the sports meet and the heads of departments are directed to inform the students through class teachers regarding the events and the list of students to be given in various events. Duties are assigned to Teaching, Non-teaching and student volunteers. The Annual Sports Day is conducted smoothly and the winners and participants are given certificates and trophies to encourage them and enhance their potential in the arena of Sports. Practice 2: Conduct of College Union Election. College Union Elections during the year 2019 – 20 was carried out according to the University norms. The College council assigned the duty of Returning officer to a senior Faculty Member. The Returning Officer summoned a meeting with student representatives and grievance redressal cell members. Returning officer published the Election notifications. Heads of the department were instructed to verify the nominations filed by the students with the help of class teachers. Nominations were scrutinised under the surveillance of the principal, teaching, non-teaching and students. Duties were assigned to teaching and non-teaching staff as Presiding and Polling officers. College election for the year 2019-20 was conducted smoothly with the cooperation of teaching, non-teaching and students of the college.

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
Curriculum Development	Admission of Students to various programmes in the institution is done through a centralised application process designed by the University. The College has an admission committee to give proper guidance and instructions to the students.
Teaching and Learning	Firms/ Institutions/Organisations

	were approached for establishment of linkages. 2 new MOUs were signed by the department of Zoology and Physics.
Examination and Evaluation	Teachers are encouraged to take part in various training programmes like orientation programmes, refresher courses and faculty development programmes. Principal regularly conducts meetings with the faculty members to listen and redress their grievances.
Research and Development	The College has a Library and separate spaces for reading for the convenience of teachers and students. Each department has separate libraries and reading rooms. Department of English has a Language lab. Science departments have well equipped laboratories. Several smart classrooms are also there to enhance ICT-enabled teaching and learning.
Library, ICT and Physical Infrastructure / Instrumentation	Many teachers submitted their thesis and a good number of teachers were awarded Ph D. Programmes on Research Methodology was arranged.
Human Resource Management	The college follows the instructions given by the university for examination and evaluation. Teaching Faculty of the College participated in the Examination related discussions conducted by the University and also in the Question Bank preparations and setting of Question Papers. The college conducts internal exams every semester and the departments conduct special class tests to give awareness to the students regarding the university examination pattern. The College has an Internal Examination Committee to conduct and supervise internal exams. Answer books are returned to students after evaluation and PTA meetings are also conducted.
Industry Interaction / Collaboration	The college organizes workshops, lectures and seminars regularly 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. The pandemic gave an opportunity to experiment in online teaching methods and ICT enabled teaching.
Admission of Students	The university designs and implements the curriculum for various programmes.

	Many faculty members of the institution are members of the UG and PG Board of Studies of MG university. The institution frames an academic calendar in the beginning of every academic year to execute the curriculum properly.

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

E-governace area	Details
Planning and Development	Nil
Administration	All necessary information is published in the College Website for the easy access of staff and students. Urgent information to the Staff members are conveyed through common platforms like email, SMS etc.
Finance and Accounts	Govt Portals like Spark, BIMS, PFMS, Viswas are used by the institution for Finance and Transactions. Personal deposits are maintained in the treasuries for meeting the financial needs of the College. PFMS account is used for financial transaction of various student related activities.
Student Admission and Support	Student admission to various courses through CAP portal. 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 used for Library management.
Examination	Student details are uploaded in the University examination portal and Register numbers are allotted by the University. University will send question papers online and this is then printed by the college examination committee. Question banks are also maintained by the university using online portal. Class teachers upload internal marks in the University exam portal.

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	Nill	Nill	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)
2019	18th One Day Academic Conference Malankara Orthodox Church Colleges.	Nill	30/11/2019	30/11/2019	72	Nill
2020	One day Workshop organised by All India Association for Christian higher. (AIACHE), New Delhi and Catholicate College,Pathanamthitta	Nill	11/01/2020	11/01/2020	57	Nill
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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 programme	Number of teachers who attended	From Date	To date	Duration
UGC Sponsored Refresher Course in Mathematics	1	17/09/2019	30/09/2019	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	41	0	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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)	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.	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.

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.

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	516037	Student Support
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6.4.3 – Total corpus fund generated

531037

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 are conducted after every internal examination to evaluate the performance of each student. College conducts PTA Day to honour meritorious students. Special attention and counselling are also provided to students. • Different scholarships for students are also an initiative by the PTA. • Orientation and induction programmes for UG and PG students are also conducted. • Installation of LED video wall • Installation of source level water purifier

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

* Participation of teaching faculty in Faculty development programmes. • Training Programmes for teaching and non-teaching staff by MOC. • Onam, Christmas Celebrations under the aegis of Teaching and Non-Teaching Staff Association.

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

* Participation in NIRF and getting placed in the Rank band 100 – 150. • C-LISC (Catholicate College Life Science Coaching Centre) • Phycotechnology lab renovated • Ginger House – an initiative by the department of Botany • Installing of Garbage boxes. • Restoring the Heritage buildings in science blocks.

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
No Data Entered/Not Applicable !!!					
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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 Health(Dept. of Botany)	13/01/2020	13/01/2020	63	5
Self Defence Workshop for girls (Dept. of Commerce)	14/08/2019	14/08/2019	48	0
Seminar on Women Empowerme nt(Dept. of Hindi)	05/03/2020	05/03/2020	65	0
Seminar on Human Rights (Dept. of Mathematics)	05/09/2019	05/09/2019	45	17

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. ECO-FRIENDLY BOTTLE ART CRAFT WORKSHOP(07th February 2020) 2. RAIN WATER HARVESTING AND USE OF LED BULBS 3. SEMINAR ON ENVIRONMENTAL ISSUES AND ECOSYSTEM (24th October 2019) 4.. VALICHERIYAL VIMUKTHA CAMPUS((16th to 25th July 2019) 5. DISTRICT COLLECTORATE SURROUNDINGS CLEANING(5th August 2019) 6. SEED PEN MAKING(DECEMBER 8,9 10 2019) 7. GLOBAL CLIMATE STRIKE (22/09/2019) 8. NATIONAL SCIENCE DAY CELEBRATIONS(3rd March 2020) 9. CLEANING PROGRAMME IN THE CAMPUS(24th September 2019) 10.SEMINAR ON ENVIRONMENT AND NSS - (25th September 2019) 11. PATHANAMTHITTA RING ROAD BEAUTIFICATION PHASE 1(05th and 11th October 2019) 12. PAMBA CLEANING PROGRAMME (29th November to 1st December, 2019) 13. RING ROAD BEAUTIFICATION PHASE 2 (05th 07th DECEMBER, 2019) 14. PLASTIC FREE CAMPUS CAMPAIGN RALLY(DECEMBER 06, 2019) 15. CLEAN CAMPUS PROGRAMME (DECEMBER 10, 2019) 16. NATURE CAMP(13th December to 15th December, 2019) 17. TRAINING AND AWARENESS ON DOMESTIC WASTE MANAGEMENT (DECEMBER 23, 2019) 18. KITCHEN GARDEN AND CAMP CLEANING ACTIVITIES(25th December,2019) 19. BOTTLE ART TUTORIAL (JANUARY 03, 2020)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Rest Rooms	Yes	6
Scribes for examination	Yes	8

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	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
2019	1	1	01/07/2 019	1	Sapience	Lack of awareness about science	60

						among school students. This programme help[ed to create more awareness about science among school students.	
2020	1	1	07/02/2020	1	Eco-friendly Bottle Art Crafts Workshop	Lack of awareness regarding the need to follow ecofriendly attitude	40
2019	1	1	25/11/2019	1	Ephemerides 2k19	Definitely there is a lack of scientific fervour and research mindedness among students .This programme helped to develop the qualities of analytical and creative thinking in them	100
2019	1	1	21/08/2019	1	Flood relief activity at Nilambur120	The problems and crisis faced by people because of floods and natural calamities	120
2020	1	1	20/03/2	1			120

				020		Sanitizer preparation120	Scarcity or lack of sanitizers
2019	1	1	19/07/2019	1	Work shop on mushroom cultivation	Students were not aware of the method of mushroom cultivation	110

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

Title	Date of publication	Follow up(max 100 words)
Code of ethics and conduct for the faculty	30/06/2019	. Always be punctual in attending meetings and in doing duties in the college. 2. Treat all students with respect and dignity 3. Maintain cordial relation with colleagues. 3. Establish and maintain cordial relation with students and parents/ guardians.
Code of ethics and conduct for the students	30/06/2019	1. All students shall be regular and must complete his/her studies in the College. 2. All students must uphold academic respect to all persons 3. All students must carry the identity card, issued by the college. 4. All the students are informed that Ragging is a crime. An anti-ragging declaration form signed by students and their parents were collected at the time of admission

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Hiroshima observance day	09/08/2019	09/08/2019	180
Celebration of National Science Day2	03/03/2020	03/03/2020	200
Basheer,	05/07/2019	05/07/2019	100

Kesavadev Anusmaranam			
Inter Collegiate Sahithya Prashnothari	20/08/2019	20/08/2019	82
Onam Celebration	06/09/2019	06/09/2019	86
Paristhithi Padana Yathra	02/10/2019	02/10/2019	102
Inter Collegiate Prabandha Rachana Malsaram (Mathan Tharakan Chair)	31/12/2019	31/12/2019	120
Nadan Kalamela – Folk Lore Academy	01/11/2019	01/11/2019	115
One Day Seminar on 'Ecological consciousness concept of development'- by Dept. of Malayalam Dept of History	28/01/2020	28/01/2020	105
Environmental Day Celebration	05/06/2019	05/06/2019	86

[View File](#)

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

The college is aware of the importance of Eco friendly campus and have carried on various initiatives to make the campus Eco friendly. In order to implement the same, the college has banned the use of plastic and reduced the use of paper by resorting more to e-mail and social media platforms .Trees and plants are also planted adhering to the green initiatives. Department of Zoology maintains an excellent 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. There are a number of students who conduct their research work based on the butterfly garden. The uncountable quantity of garbage results in wrecking the environment and it has also been the prime cause of numerous diseases which can be very hazardous to health .This problem can be solved through some innovative ideas and basic techniques. Human beings are capable of creating anything from something and therefore, these materials can very easily be used to make beautiful household showpieces from the waste materials like plastic, paper, cloth etc. Workshops were also arranged to create eco-friendly bottles and crafts. The Department of Chemistry has Compact Fluorescent Lamps (CFLs), and mercury and sodium vapour have been changed to energy efficient Light Emitting Diodes (LEDs) bulbs and tube lights. Also the faculty members, administrative staff and students in the college are advised to use electric power judiciously. Rainwater harvesting systems are in operation and the rainwater from the roof of the building is harnessed and stored in a tank. The stored rainwater is being used extensively in labs, irrigating gardens and for recharging the ground water. 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.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I Title of the Practice: SWACHA GRAMA PROJECT As part of this project, ward 1 in the nearby Pramadom Grama Panchayath was adopted by the N.S.S unit and the student community of Catholicate College. For one year, volunteers of the college frequently engaged in different programmes to create awareness regarding environmental consciousness. To achieve the goals, surveys were conducted with the help of Suchitwamission Pathanamthitta. Classes were conducted to make the people aware of hygiene, health, general wellbeing, and aesthetic landscaping. Volunteers helped the community to start kitchen gardens in 50 houses. The concept of organic farming and planting trees were also undertaken by the students. A house was constructed and donated to a homeless family by the students. The funds for this house (6.5 lakh) was raised by our students through public fundraising programme. The teaching community of the college also contributed to this venture. This programme enabled the students to understand and respond to the responsibilities they have towards the community. BEST PRACTICE II Title of the Practice: 'Noon Meal Programme' This practice aims at providing the deserving students sufficient meal and at eradicating hunger on the campus. This practice was to empower the marginalised students who could not afford their meal. This programme was financially supported by the college and the Alumni chapters abroad.(especially American and Kuwait Alumni associations). Students who required meals were identified by the tutors,maintaining confidentiality and they just had to collect meal coupons from the tutors and should have the meal at the college canteen.

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_2019-20.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

Our institution is located in the heart of the Pathanamthitta city is one of the pioneer educational institutions in Kerala. Catholicate College, established in 1952, with a rich legacy of about 7 decades plays a pivotal role in the socio-economic development of the region and the College has an eco-friendly campus in all respects. Our institution is also one of the most modern and technically updated institutions in kerala. Education focuses on imparting knowledge skills and overall development of the students and therefore, the college focuses on the students' intellectual, physical, social and spiritual wellbeing. To mould students as responsible citizens, is our prime concern and as a result, programmes in the form of lectures, seminars, debates, Quiz programmes, workshops etc. are organised throughout the year to create awareness among the students. And also,these programmes helped the students to be aware of various contemporary social issues of the world. The students of the college are from various socio-economic stratas of the society. Most of the students belong to urban areas of Pathanamthitta, but there are many from the rural areas also. Since rural life poses many challenges, those students who belong to the lower economic and social background, requires financial assistance. So financial help is required to enable them to undertake or to complete their education. To ensure the active participation of these students, they are awarded scholarships under various categories such as merit, merit cum means, economic means, excellence in sports and NCC activities. The Institution also provides ample opportunities to the students from different streams to mingle together in academic as well as sports, cultural and other extra-curricular activities organized through different societies and clubs. The

spirit of mutual work, discipline, social responsibility towards community development and nation building are inculcated through NSS, NCC etc. Our institution also contributes to women empowerment by organizing various activities under the aegis of Gender Sensitization and Women Cell. The nature care and environmental awareness are also well promoted by the Institution.

Provide the weblink of the institution
https://catholicatecollege.com/naac/document/7.3distinctiveness2019-20.pdf

8.Future Plans of Actions for Next Academic Year

 ACTION PLAN FOR 2020-21 1. To strengthen the knowledge of teachers and students through exposure to real life situations. 2. To recommend the management to provide financial assistance for more infrastructural developments. 3. To encourage students to take up research projects, paper publications, field visits etc. 4. To develop initiative programmes like WWS, ASAP etc. 5. To implement virtual labs (for experiential learning) in all Science departments and initiatives to make the college a nodal center for virtual lab training. 6. To encourage our graduate and postgraduate students to pursue careers in research through SCHOLAR HUB (Leaner to Scholar) programme. 7. To upgrade and update institutional website. 8. To introduce new aided programmes. 9. To conduct more programmes to create awareness among students regarding the need to develop scientific temper and logical reasoning. 10. To conduct more socially responsible programmes and events. 11. To make use of the possibilities of advanced practices like virtual and online teaching.