

ASSUMPTION COLLEGE AUTONOMOUS **CHANGANACHERRY**

ANNUAL QUALITY ASSURANCE REPORT 2016-17

Submitted to
National Assessment and Accreditation Council
Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	Assumption College
1.2 Address Line 1	Changanacherry
Address Line 2	-
City/Town	Kottayam
State	Kerala
Pin Code	686101
Institution e-mail address	ac@assumptioncollege.in
Contact Nos.	0481-2420109, 2401038
Name of the Head of the Institution:	Dr Sr Marykutty Joseph
Tel. No. with STD Code:	0481-2401036
Mobile:	8606056111

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:
For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	Three Star	-	2000	-
2	2nd Cycle	A grade	-	2007	-
3	3rd Cycle	A Grade	3.10	2014	2019

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

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

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

- i. AQAR 2014-15 submitted to NAAC on 05-08-2015 (Third Cycle of Reaccreditation was in February 2014)
- ii. AQAR 2015-16 submitted to NAAC on 22-03-2017

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC* Yes No

*Granted autonomous status by the UGC vide Order No. F.22-1/2016(AC)UGC dated 09-03-2016 for a period of six years commencing from the academic year 2016-2017 to 2021-22

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law EI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University

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

Autonomy by State/Central Govt. / University	<input type="checkbox"/>		<input checked="" type="checkbox"/>
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input checked="" type="checkbox"/>	Any other (Specify)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="15"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="3"/>
2.5 No. of Alumni	<input type="text" value="4"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="19"/>

2.10 No. of IQAC meetings held 6

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Alumni Others /students

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

ICT Enabled Teaching and Learning
Demonetisation and its Impact
Creative Teaching

2.14 Significant Activities and contributions made by IQAC

Stress was given to changes in the wake of autonomy. IQAC facilitated the process of implementation of autonomy in an effective manner through coordination , training and motivation. MoU with Sophia University was finalised. Initiative to facilitate online sessions for students by forming a depository of expert lectures on various subjects.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
The action plan of the IQAC for the year was focussed mainly on the implementation of autonomy in an effective manner.	

Implementation of Autonomy	Governing Council, Academic Council and Board of Studies were formed. Teachers and students were given orientation on the effective implementation of autonomy and teachers conducted department wise syllabus revision exercise and workshops. Timely revision of syllabus was undertaken.
Online lectures to students	A depository of expert lectures on various subjects was formed and the students were given exposure to online learning.
Renovation of science laboratories	Renovation of science laboratories was completed.
Academic Audit	Academic audit of the various departments was undertaken.
Research initiatives	The Research Promotion Council was entrusted with the task of creating a revived interest in research among the faculty and students. Seminars and workshops were conducted to this effect. Hands- on experience on latest scientific instruments was given to young faculty members. The Dept. of Physics has applied for upgrading it to a research department. 25 of our students of BSc Chemistry and BSc Zoology model I & II have received the student projects under the banner of the Kerala State Council for Science, Technology & Environment, the KSCSTE Scheme for Promotion of Young Talents in Science (SPYTIS).

* Attach the Academic Calendar of the year as Annexure. **ANNEXURE 1**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

It was suggested by the Management to increase the number of MoUs for academic exchange and placements. Also suggested that the teachers should be encouraged to attend online courses.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1			
PG	10		7	
UG	19		7	
PG Diploma				
Advanced Diploma				
Diploma	1			1
Certificate	6			6
Others				
Total	37		14	7

Interdisciplinary				
Innovative				

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

Syllabus revision of all the programmes was completed, but the structure and credit of all the academic programmes are in line with the University norms.

(ii) Pattern of programmes:

All the academic programmes of the college follow semester system.

Pattern	Number of programmes
Semester	

Trimester	
Annual	

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

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure: **ANNEXURE II**

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

Syllabi of all the programmes were revised to make it more relevant and in line with the latest developments in the subject. As suggested by the Board of Studies, the Academic Council has decided to follow the revised curriculum from the academic year 2017-18.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	63	39	24	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
		6								

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	62	5
Presented papers	4	31	2
Resource Persons	2	4	2

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

Bridge courses, online learning, on the job training and experiential learning through study tours are some of the innovative processes adopted in the College for improving the effectiveness of teaching and learning. Continuous assessment is undertaken and feedbacks are collected.

2.7 Total No. of actual teaching days

186

during this academic year

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

Double valuation,
Challenge Valuation

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

124

2.10 Average percentage of attendance of students

93

2.11 Course/Programme wise distribution of pass percentage: **March 2017**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I (A ⁺ & A)%	II(B ⁺ & B)%	III (C ⁺ & C) %	Pass %
BSc Mathematics	70	1	81	19	0	100
BSc Physics	40	-	58	11	-	83
BSc Chemistry	36	3	72	17	0	89
BSc Botany	48	-	33	17	21	72
BSc Zoology	37	-	38	43	-	81
BSc Home Science	30	-	3	7	7	60
BSc Micro Biology	9	11	89	11	-	100
BSc Computer Science	29	4	4	20	35	82
BA English	41	-	32	44	10	88
BA Economics	61	-	13	16	31	60
BA History	62	-	2	5	5	12
BA Museology	16	-	-	19	6	38
BA Malayalam	28	-	18	7	25	57
B Com (Computer Applications)	69	-	25	33	10	68
B Com (Taxation)	55	-	29	36	7	75
BBA	48	-	21	52	10	88
BCA	30	-	23	-	50	75
BA Communicative	30	-	37	50	3	90

English-						
BFT	21	-	62	5	-	67
MSc Physics	11	-	-	55	9	64
MSc Computer Science	11	-	-	9	0	27
MSW	30	-	-	30	3	67
MA Literature	22	-	0	46	0	46
MSc Home Science	11	-	9	73	-	82
MSc Textiles and Fashion	3	-	-	33	-	33
MCom	16	-	-	50	25	75
MSc Computer Science (SF)	3	-	0	33	0	33
MA History	16	6	6	50	-	56

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

- The Academic Monitoring Cell for Excellence (AMoCE) to evaluate the teaching-learning process.
- Academic Audit is conducted by the IQAC to ensure that the teaching learning processes comply with the standards.
- Self-evaluation by individual departments every year.
- Teachers are encouraged to use ICT for teaching and evaluation.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	3
UGC – Faculty Improvement Programme	10
HRD programmes	4
Orientation programmes	3

Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	2
Others	5

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	36	-	-	-
Technical Staff	27	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

The research Promotion Council, a wing of the IQAC organises different programmes to promote a research climate in the institution.

- Training in latest developments in various fields
- Hand on experience in modern scientific equipments
- Workshops for teachers and students
- Publication of the research journal 'JET'
- Mobilisation of funds for student research projects
- Encourage teachers to take up research projects

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	3
Outlay in Rs. Lakhs	-	12.058		15.378

Details in **ANNEXURE III A**

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	submitted
Number		4	2	13
Outlay in Rs. Lakhs		12.6	2.6	20.65

Minor projects sanctioned **ANNEXURE III B**

3.4 Details on research publications

	International	National	Others
Peer Review Journals	27	21	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	2	8

3.5 Details on Impact factor of publications:

Range Average h-index N os. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2015-16	UGC and CUSAT	2,60,000	2,60,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	2016-17	DST and KSCSTE	2,80,000	2,80,000
Any other(Specify)				
Total			5,40,000	5,40,000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number		4			9
	Sponsoring agencies		UGC			Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
2	1	1				

3.18 No. of faculty from the Institution who are Ph. D. Guides
 and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- * Blood donation camp
- * 7 day annual camp at Mallappally Khadi Gramodyog Bhavan where they undertook cleaning mission..
- * Cancer and Aids awareness sessions.
- * Health survey

- * Awareness Programme on Waste Management and No -plast campaign.
- * Legal literacy programmes and survey in selected places in Kottayam District.
- * Anti-ragging campaign
- * Awareness campaign on Community nutrition, Formulation, Standardisation and preparation of low cost recipes, Therapeutic recipes etc
- * MAPS- Mathematics advancement Programme for schools
- * Exhibition on computer hardware for college and school students
- * Awareness programme on e- waste management
- * Summer school for children in the locality

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13.06 Acres		Management	13.06 acres
Class rooms	64			
Laboratories	42			
Seminar Halls	3			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		8.15	UGC	
Others		-		

4.2 Computerization of administration and library

The library is fully automated and the administration is partially computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	65,665	1,20,67,000	1494	2,22,613	67159	1,22,89,613
e-Books & e-journals	Through INFLIBNET the College access 5000 online journals and periodicals. Rs 5000 is paid every year for accessing journals through					

	INFLIBNET.					
Journals	221		15	90,000	236	90,000
Digital Database						
CD & Video	387	14,500	5	5500		20,000
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	236	8	236	2 bc 40	5	16	53	7
Added	45	-				1		
Total	281	8						

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

<ul style="list-style-type: none"> ▪ Training in ICT enabled teaching – learning was given to teachers. ▪ All the departments have Wi-Fi facility. ▪ ERP for admissions and examinations.
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4.6 Amount spent on maintenance in lakhs :

i) ICT	4.50
ii) Campus Infrastructure and facilities	26.85
iii) Equipments	7.14
iv) Others	25.41
Total :	63.90

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC gives orientation to students on the various facilities and support systems available to them on the campus during the induction programme. The Information centre and the HRD cell are in charge of disseminating information and providing training. Feedback from students are collected and actions are taken on it. Display boards, notice boards and the website are updated every day to provide current information. Counselling centre of the College is in charge of helping students get over stress related issues.

5.2 Efforts made by the institution for tracking the progression

Records are maintained at the department level regarding the progression of students. Alumnae Association also has a depository of information. HR Cell has detailed information of the student placements. IQAC tracks the information periodically.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2216	235	2	-

(b) No. of students outside the state

6

(c) No. of international students

Nil

Men

No	%
Nil	

Women

No	%
	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC+O EC+ KPCR	Physically Challenged	Total
2133	193	25	213	10	2574	1634	187	22	600	10	2451

Demand ratio: 1:3

Dropout % < 1

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

Training is provided in Interview techniques and mathematical aptitude. Besides, Civil service Coaching and training for PG admissions in Central Universities are also provided to aspiring candidates.

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Human Resources Cell of the College is in charge of career guidance and placements. They organise career orientation programmes -Training in interview skills and Group discussion, sessions in personality development and communication skills- They also facilitate student participation in Campus Recruitment Drives. 35 students from various departments got placed in reputed firms. Peer-led communication skills programme was organised for the first year students and skill based Enrichment modules were offered to second year degree students. Career and higher education counselling is undertaken by individual departments.

No. of students benefitted

500

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	120	30	5

5.8 Details of gender sensitization programmes

The MSW department coordinates the gender sensitisation programmes of the College in association with the HR Cell. Programmes include workshops, seminars, flash mob, street play and mime.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	54	3,50,000
Financial support from government	590	-
Financial support from other sources(PTA)	150	4,00,000
Number of students who received International/ National recognitions	Nil	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

/Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

1. Procurement of additional reference books in the library

2. Eve teasing on the road that leads to College.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To maintain the highest academic standards upholding the noblest Christian ideals and moral values to create enlightened, empowered and socially committed women.

MISSION

- To equip students with skills which make them globally competent
- To create a research culture and instil devotion to academics
- To encourage higher education among the economically weak and socially backward sections of the community irrespective of caste and creed.
- To create an awareness of the dignity of womanhood and help students develop an integrated personality
- To enable the students to contribute to the evolution and practice of sustainable development through eco- friendly activities
- To create socially productive citizens

6.2 Does the Institution has a management Information System

The College has a Management Information System. ERP is used for admission, examination and fee related aspects. Principal gets information regarding the functioning of the various departments through the heads of the departments and the Principal with the help of Cardinal Antony Padiyara Technological Centre (CAPTEC) processes them and the reports are made available to the management for necessary action. The College follows a 'Bottom Up Approach'

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

6.3.1 Curriculum Development

Syllabi of all the programmes were restructured with the objective of improving the competitiveness, creativity and skills of the students.

6.3.2 Teaching and Learning

- Student centric pedagogy to encourage independent learning.
- ICT enabled teaching and learning.
- Peer led learning
- Tutorials for slow learners

6.3.3 Examination and Evaluation

- Double valuation for UG and PG Programmes
- Challenge valuation facility
- Fast and time bound grievance redressal regarding examination and evaluation
- Timely conduct of examination and publication of results
- Confidentiality at all levels

6.3.4 Research and Development

The Research Promotion Council organises programmes and workshops for teachers and publishes JET annually. Teachers with a good number of publications in peer reviewed journals are felicitated and the information regarding research opportunities are communicated on time to the teachers and students. The College has a very conducive environment for the promotion of research as teachers are given special leave to attend conferences and seminars and funds are provided to teachers who feel the paucity of the same.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Lab renovation and infrastructure development of science departments were completed. Display board was installed to disseminate information regarding the various programmes and activities.

6.3.6 Human Resource Management

The HR department is responsible for coordinating the seminars and organising placement drives in consultation with the Career Orientation Cell.

6.3.7 Faculty and Staff recruitment

On the basis of merit as per the UGC guidelines and the State Government Rules.

6.3.8 Industry Interaction / Collaboration

- Tie up with the Confederation of Indian Industries, Kerala Chapter and TiE Kerala

6.3.9 Admission of Students

Admission to the UG and PG programmes were strictly according to the mandatory and statutory reservation policies of the Kerala State Government. After becoming autonomous, the demand ratio of the various programmes has increased (i.e. 1:3). Admission started for the academic year 2016-17 on 3rd June 2016 and closed on 20th June 2016, which was well before the university schedule.

6.4 Welfare schemes for

Teaching	Staff Cooperative Society
Non teaching	Cooperative society, Financial assistance from the Management as the need arises.
Students	Free noon meal, free trip in College bus, Financial assistance for study tour, Free books and texts, Fee waiver

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative			Yes	Principal and Management

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

No. This is because the College follows double valuation system.

For UG Programmes Yes No

For PG Programmes Yes No

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

The College follows double valuation system for both UG and PG programmes. If the difference in marks is equal to or more than 15%, the paper goes for third valuation. Students can also avail the facility of challenge valuation. In this case the marks obtained in the challenge valuation will be final.

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

Though autonomy has been granted, the College does not have the freedom to exercise its rights as an autonomous institution due to the non-cooperative stance taken by the University.

6.11 Activities and support from the Alumni Association

The Association of Assumption Alumnae (AASA) aims at fostering fellowship among the alumni and maintaining their continued contact with the College. It has chapters in New York, Chicago, Kuwait, Qatar and North India. Every year meetings of the alumnae association are held at college and departmental levels. At the end of the academic year all the outgoing students are enrolled as the members of the alumnae association. **Thirty four scholarships** for students, including the **Gold Medal for Best Outgoing Student**, have been instituted by our alumnae. The Chicago Chapter has instituted an annual **Best Alumna Award**, and there are other scholarships instituted by the alumnae of various departments and the chapters of the Association in different countries. The various departments conduct lectures by distinguished alumni for the benefit of students. At times well placed alumna are invited over to orient and motivate students towards higher study options, research and careers.

6.12 Activities and support from the Parent – Teacher Association

The PTA is very active in the College. Their main activities are the following.

- ✓ Feedback on the activities of the College
 - ✓ Mobilise funds for the developmental activities of the College.
 - ✓ Provide Learning aids and financial support to students from economically backward families.
 - ✓ The Mother Teresa award instituted by PTA is awarded to best social worker in the college.
 - ✓ Represent College in various meetings and bodies.
-
- ✓ Training in computer aided office administration
 - ✓ Encourage them to attend workshops conducted by other agencies
 - ✓ The Staff Cooperative Society offers term deposit schemes, runs chits and extends loan facility
 - ✓ Financial assistance for various purposes

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

- ✓ Vermi compost
- ✓ Biogas plant
- ✓ Ecoburn for waste management
- ✓ Rain water harvesting
- ✓ Solar panel for electricity
- ✓ Segregation of waste on campus
- ✓ No plast campaign and other awareness programmes
- ✓ Organic vegetable garden by the students

Criterion – VII

7. Innovations and Best Practices

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

- Online learning session to students
- Implementation of ERP for transparent and effective administration

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

- Autonomy implementation was undertaken effectively
- Syllabus revision exercise of all the programmes was completed
- Depository of expert lectured was formed
- Renovation of science laboratories was completed and the Language Lab renovation is going on.
- Research promotion activities were undertaken
- Academic audit of all the departments with external panel of members was completed

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Online learning sessions to students
- Skill based Enrichment Courses

*Provide the details in annexure (**ANNEXURE I V- i and ANNEXURE IV- ii**)

7.4 Contribution to environmental awareness / protection

- Environmental awareness campaigns
- Pipe Composting by the Zoology students.
- Educational tour to bio diversity sites.
- Waste management using micro organisms
- Quiz and essay competitions on environment
- Jute bags exhibition cum sale
- Organic vegetable garden by students

7.5 Whether environmental audit was conducted?

Yes

No

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

The Community College aims at imparting skills to local women to make them economically emancipated. Students also benefit from the courses offered at the Community College. The Civil Service Institute located in the Community college provides excellent training to aspiring Civil servants. Being a women's college, the opportunities for women centred programmes are aplenty and the College is known for its efforts at women empowerment.

8. Plans of institution for next year

- Improving the quality and competitiveness of the existing UG and PG Programmes
- Increase the number of collaborations
- Starting of innovative, skill oriented certificate courses
- Strengthening of placements
- Introduce compulsory extension and social outreach programme

Ranimah

[Handwritten Signature]

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE I

ACADEMIC CALENDAR 2016-17

UG Semester I	
Event	Date
Classes Starts	20/06/2016
I st In Semester Exam	16/08/2016
Publication of results of I st in Semester	05/09/2016
II nd In Semester Exam	03/10/2016
Publication of results of II nd In Semester	17/10/2016
Publication of Internal mark	24/10/2016
End Semester Exam Starts	31/10/2016

UG Semester II	
Event	Date
Classes Starts	16/11/2016
I st In Semester Exam	03/01/2017
Publication of results of I st In Semester	23/01/2017
II nd In Semester Exam	06/03/2017
Publication of results of II nd In Semester	27/03/2017
Publication of Internal mark	31/03/2017
End Semester Exam Starts	05/04/2017

PG Semester I	
Event	Date
Classes Starts	27/07/2016
I st In Semester Exam	03/10/2016
Publication of results of I st In Semester	17/10/2016
II nd In Semester Exam	30/11/2016
Publication of results of II nd In Semester	12/12/2016
Publication of Internal mark	23/12/2016
End Semester Exam Starts	03/01/2017

PG Semester II	
Event	Date
Classes Starts	16/01/2017
I st In Semester Exam	06/03/2017
Publication of results of I st In Semester	27/03/2017
II nd In Semester Exam	17/04/2017
Publication of results of II nd In Semester	02/05/2017
Publication of Internal mark	12/05/2017
End Semester Exam Starts	15/05/2017

ANNEXURE II

ANALYSIS OF FEEDBACK

Feedbacks were collected from Alumnae, students and parents regarding the various activities and facilities of the college.

Summary of the feedback from Alumnae

Alumnae are happy with the fact the syllabi of the various programmes were revised and made relevant to the requirements of the global changes. They opined that entrepreneurship promotion activities should be given more thrust with skill oriented courses.

Summary of the feedback from Parents

The Parent- Teacher Association stressed the need for the use of English as a medium of communication in the College. They also suggested the frequent use of the Language Lab for exposure to the nuances of English usage. They appreciated the Mentoring and value education system of the College.

Summary of feedback from students

Students opined that the number of reference books in the library is not efficient to cater to the learning requirements. They strongly suggested for a Wi-Fi campus to improve their access to information and knowledge. Students feel the need for additional opportunities within the campus to engage in extracurricular activities.

ANNEXURE- III A Major Projects

Sl No	Year	Title of the Project	Name of the Investigator	Amount	Funding Agency	Status
1.	2013-15	Hybridisation of elite mother palms of different coconut cultivars in the root wilt prevalent tracts for the production of quality planting materials for the disease hot spots of Kerala	Dr I'ma Neerakkal, Botany	8,68,800/-	UGC	Submitted
2.	2013-15	Rethinking the Past: A Local History of Changanacherry	Ms Whyini Gopi, Ms Kamakshy V, Ms Loona C, History	4,15,000/-	UGC	Submitted
3.	2013-15	Synthesis, Characterisation and Magneto-dielectric properties of silicate based garnets	Dr Sherin Thomas, Dr Regimol C Cherian Ms Joli Joseph, Physics	12,05,800/-	UGC	Ongoing
4.	2014	The Goan's Struggle for Independence (1947 - 1961)	Dr. Poulami Aich Mukherjee	2,54,000/-	ICHR	Submitted (Dec.1, 2017)

ANNEXURE- III B Minor Projects

	Year	Title of the Project	Name of the Investigator	Amount	Funding Agency	Status
1.	2015-16	IPRs and Authorship: A Gender Perspective	Dr. Poulami Aich Mukherjee	1,00,000	IUCIPR, CUSAT	Submitted (Feb 2017)
2.	2015-16	Sports Injuries	Dr Jimmy Joseph	1,60,000	UGC	Ongoing
3.	2014-15	<i>Ex Situ</i> Conservation of Wild Orchids of Kerala	Dr. Sr. Marykutty Joseph, Botany	1,30,000/-	UGC	Submitted
4.	2014-15	Histopathological Studies on selected Teleost Fishes exposed to selected pesticides in paddy fields in the lower Kuttanad Area	Dr.Reethamma O V	1,55,000	UGC	Submitted
5.	2014-15	An Analysis of Thakazhisivasankara Pillai's <i>Chemmeen</i> and <i>Randidangazhi</i> Based on the Sangam Environmental Concept Tinai	Dr. Suma Cyriac, Malayalam	1,75,000/-	UGC	Submitted
6.	2014-15	Fuzzy Rule Based Image Processing Techniques for the Detection of Lung Cancer	Ms. Mary Jaya V.J, Computer Science	4,80,000/-	UGC	Ongoing
7.	2014-15	Investigation on the Potential of Some Selected Wetland Plants for the Biodiesel Production	Ms. Neethu Cyril, Chemistry	4,50,000/-	UGC	Submitted
8.	2014-15	Triangulenium Cation – Silica Microparticle Conjugates as an Efficient Tool for the Photosensitised Disinfection of Water Contaminated by Bacterial Pathogens	Ms. Seena Sebastian, Chemistry	3,95,000/-	UGC	Submitted
9.	2014-15	Efficacy of	Ms. Smitha	3,20,000/-	UGC	Ongoing

		Microencapsulation on synbiotic Yogurt Production	Mathews, Zoology			
10.	2014-15	An Experimental Research to Develop a Model for Women Empowerment through Strengthening of ICDS Adolescent Clubs in Kerala using the Primary Methods of Social Work	Ms. Babita Miriam Jacob, Social Work	1,45,000/-	UGC	Submitted
11.	2014-15	Cultural Value Addition of Hand Woven Silk Linen Sarees through the Adaptation of Traditional African Adinkra Textile Design Motifs	Ms. Liz Thankom Mathew, Fashion Technology	3,00,000/-	UGC	Ongoing
12.	2014-15	Creating Organic Terracotta Jewellery Inspired from Byzantine Jewelry Designs: A Sustainable Income Generating Project for Orphan Girls	Ms. Anna Mary Scaria		UGC	Cancelled & Amount refunded
13.	2014-15	Comparative Study of Iron and Vitamin C contents in Local and Marketed Fruits	Dr Marykutty C V	10,000/-	KSCSTE	Submitted
14.	2014-15	Adsorption Studies of Water Hyacinth Ash with Heavy Metals	Dr Jissy Mathew	10,000/-	KSCSTE	Submitted
15.	2014-15	Empowerment of Women through Income Generating Tailoring and Embellishment Techniques.	Manjulin Jacob	1,40,000	UGC	Submitted
16.	2014-15	Ergonomics: Concerns of Women in Tailoring Units	Anne Mary Joseph	85,000	UGC	Submitted
17.	2013 - 14	An Explorative and Evaluate study of the prevalence, reliance, related knowledge, attitude and effectiveness of awareness program regarding obesity among selected female college students in	Ms Suja Mary Joseph	1,50,000/-	UGC	Submitted

		Mahatma Gandhi University				
18.	2013 – 14	Gendered stereotypes: A study of Cartoons in 20 th Century Keralam	Binumol Abraham, History	1,20,000/-	UGC	Submitted

Other Projects

I. DST PROJECTS

Sl. No.	Period	Title of the Project	Grant Received
1	2012-17	FIST-2012	70,00,000/-

II. Student Projects

Sl. No.	Period	Title of the Project	Grant Received
1	2016-17	Kerala State Council for Science, Technology and Environment (KSCSTE) – Student Project	40,000/-

ANNEXURE- IV -i
ONLINE LEARNING SESSIONS: The IQAC INITIATIVE

The Context	ICT enabled teaching and learning has become one of the best practices in higher education. Students and teachers get exposure to global developments and changes in their respective disciplines. Without having knowledge of the latest developments around the globe, it is difficult to acquire competency and expertise. Online learning is the only solution as it provides access to knowledge at the learner’s convenience. After becoming an autonomous institution in 2016, the IQAC has institutionalised the ICT enabled teaching-learning process.
Goal	To provide exposure to expert lectures in various disciplines to the student community and thereby give them a broader perspective. To enable faculty members to use a pedagogy that create and promote independent learning and creativity in students. Besides online learning helps teachers to update themselves.
The Practice	Teachers were given training in ICT enabled teaching and learning techniques. They were encouraged to undertake online certificate courses. Students were given one hour compulsory online learning session for a month to initiate the practice of online learning. For this purpose, the IQAC formed a depository of expert lectures in various subjects. Besides, A-view also was made use of by the faculty and students.
Evidence of success	Teachers have found teaching more interesting and challenging. They changed their pedagogy to a student centric one with 20% of teaching- learning through ICT enabled process. Students got familiarity with online learning and they have started appreciating independent learning and online assignment submission.
Problems Encountered	For the smooth working of A-View and accessing online resources, high bandwidth internet connections and other technical accessories of high quality was required. Since it was a first time experience in a formal way, creating the depository of expert lectured was a big challenge.

Contact details	The Principal Assumption College Autonomous, Changanacherry Kottayam District, Kerala PIN: 686101 Phone: 0481-2401036 Email: ac@assumptioncollege.in
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ANNEXURE- IV -ii
SKILL BASED ENRICHMENT COURSES

The Context	Higher education is undergoing rapid changes in the modern globalised world. Curriculum that doesn't provide the necessary skills and knowledge input will not help students to be 'market ready' and competitive. To address this, the IQAC has initiated skill based enrichment modules as an add on course to the students.
Goal	To provide necessary skills to the students to address the practical issues. To instil entrepreneurial acumen in students to help them take up entrepreneurship as a viable career option.
The Practice	All the departments started skill based enrichment courses. Each course is 30 hours duration. After the successful completion of the course, students were awarded certificates. Some of the courses are run in collaboration with NGOs and other organisations.
Evidence of success	Students who have undergone these modules expressed that these classes enhanced their confidence. For various functions and programmes, students started making their own products. This year students amassed a good amount by selling their products which was given to charity.
Problems Encountered	It was a great challenge to the faculty members as most of the courses were handled by them.
Contact details	The Principal Assumption College Autonomous, Changanacherry Kottayam District, Kerala PIN: 686101 Phone: 0481-2401036 Email: ac@assumptioncollege.in