



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ASSUMPTION COLLEGE
Name of the head of the Institution	Sr Thresiamma Devasia
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04812401038
Mobile no.	9446402408
Registered Email	ac@assumptioncollege.in
Alternate Email	iqac@assumptpioncollege.edu.in
Address	Assumption College, Changanacherry, Kerala-686101
City/Town	Kottayam
State/UT	Kerala
Pincode	686101

2. Institutional Status																									
Autonomous Status (Provide date of Conformant of Autonomous Status)	29-Feb-2016																								
Type of Institution	Women																								
Location	Semi-urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr Rani Maria Thomas																								
Phone no/Alternate Phone no.	04812420109																								
Mobile no.	9895871037																								
Registered Email	iqacassumption@yahoo.com																								
Alternate Email	iqac@assumptpioncollege.edu.in																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	https://assumptioncollege.edu.in/uploads/aqar-report/5/report.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	https://assumptioncollege.edu.in/academics/calender/2019																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>87</td> <td>2007</td> <td>10-Feb-2007</td> <td>10-Feb-2012</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.10</td> <td>2014</td> <td>05-May-2014</td> <td>31-Dec-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	87	2007	10-Feb-2007	10-Feb-2012	3	A	3.10	2014	05-May-2014	31-Dec-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
2	A	87	2007	10-Feb-2007	10-Feb-2012																				
3	A	3.10	2014	05-May-2014	31-Dec-2021																				
6. Date of Establishment of IQAC	05-Sep-2001																								
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by	Date & Duration		Number of participants/ beneficiaries																						

IQAC		
Capacity building Programme	13-Jun-2019 1	50
Induction Programme for First year UG students	17-Jun-2019 5	680
View File		

8. Provide the list of Special Status conferred 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
Institution	Autonomy	UGC	2016 2190	8000000
Faculty -Dr. Marina Aloysius	RESPOND	ISRO	2016 1095	1844424
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

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?

No

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

Sakura- International Student Exchange Programme with Japan

Student Satisfaction Survey and curriculum feedback from stakeholders

Study in India Programme- The College has been a partner Institute of the MHRD SIIP- two foreign students got admitted

Induction Programme for First year UG students

Workshops for Teachers on Outcome Based Curriculum Designing and Measurement Techniques

[View File](#)

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

Plan of Action	Achivements/Outcomes
International Student Exchange Programme Sophia University	The IQAC in collaboration with the International Students Facilitation Centre (ISFC) of Assumption College has selected five students to represent the College in the SAKURA Exchange Programme that is fully sponsored by the Japan Science and Technology Department to visit Universities and Laboratories in Japan for duration of (up to) 10 days in 2019.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Board	02-Jul-2021

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

2019

Date of Submission

27-Mar-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Assumption uses information systems at all levels of operation, viz: teaching, learning, evaluation and governance. The following are the soft wares for various academic and nonacademic purpose. Latex and Qn Smart 5.1, application software, are used in the Examinations office for the purpose of

question bank and ERP is used for admission, attendance, internal /external mark entry, issue of results, and mark cards. ILMS Campus net software is used in our library with, fully automated web OPAC KIOSK, Student library attendance eGate etc with Barcode Solutions for student ID card and books. Separate facility is provided in the library for accessing e journals and e content. Through inflibnet the college accesses more than 5000 e journals and periodicals. Soft wares used for teaching learning include OS3, Windows10, /XP, /Linux, TurboC, C, TASM, Oracle, Photoshop, Reach PDS and Fashion studio, and Marker. For imparting knowledge in the AV mode, e content development facility and special video editing facilities are available in the campus. The software used for editing purpose are adobe Premier Pro, Adobe after effects, Adobe audition, Mix craft, Audio studio, Movavi suit etc. Egrantz is used to access grants and scholarships from the Government for students • Software like, Tally and PFMS, Government of Kerala is used for financial accounting •, Service and Payroll Administrative Repository for Kerala (SPARK) is utilised to prepare the salary statement of the staff. GAINPF is used for Provident Fund System Loan and Closure.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
Nil	00	00	Nil
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
MSc	Textiles and Fashion	01/06/2012	ACPTF - MSc	01/06/2017
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	00	Nil

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
Certificate Course in Fundamental Computer Skills	18/11/2019	37
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	English Language and Literature	37
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>After autonomy was granted to the college, syllabus was revised and was implemented in the academic year 2017 - 18. IQAC took the initiative to collect a detailed feedback on curriculum in 2019 - 20, from the first batch of students who studied this revised curriculum. The feedback questionnaire was collected from the stakeholders (students, teachers, parents, alumnae) separately for UG and PG programmes. The main objective of the effort was to understand the strengths and shortcomings of the curriculum and to make effective measures to enhance and enrich the curriculum in the next curriculum revision. Methodology for Analysis • Feedback forms were collected from 25 of students in the final year UG, 50 of students in the final year PG, 10 parents of final year UG students, 5 parents of final year PG students. • For each question, 5 options - Strongly agree, Agree, Neutral, Disagree, Strongly Disagree - with weightage 4,3,2,1,0 was given as answers. Feedback - Students •</p>

Most of the students are satisfied with the relevance and academic standard of the course. • 60 of the science batch students are satisfied with the semester wise sequencing of the course while 45 humanities and social science batch students opined that semester re-sequencing is needed and finds difficulty in completion of syllabus on stipulated time. • Majority of the social science and science stream students agree that the certificate course and add on courses offered by the various departments is relevant. • 50 of the students feel that the Course content caters to their intellectual demands and capabilities and encourages self-learning. Feedback - Parents • Based on the feedback of parents, more than 70 are satisfied with the existing curriculum and reported that the courses offered are relevant and up to-date and suitable for higher learning. The learning environment is also conducive and imparts employability skills to students. • They also agree that the syllabus in various streams is suitable for higher studies. Some of the parents from self-financing stream stress to incorporate more hours for OJT/Field project. Feedback - Alumnae • More than 70 of the alumnae from PG programmes reported that the course content and syllabus in all streams are relevant. • Students opine that syllabus need to be more adaptive to diverse learner demands and require exposure/field visits. • Only 50 of them agrees that the programme caters to the varying intellectual demands of the students and most of them are also not satisfied with the provisions of experiential learning Feedback - Teachers • Based on the analysis report, 65 of the teachers from science background are satisfied with the sequencing of the courses and they agree that the course achieves the defined course outcomes and programme specific outcomes. While teachers from arts and social science streams stated that the semester re-sequencing is needed. • Teachers strongly agree that the courses are up to date. More than 70 of teachers agree that the programme have sufficient components for experiential learning.

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 Language and Literature	40	452	40
BSc	Mathematics	60	276	48
View File				

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	2058	260	67	7	54

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	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
127	127	360	79	6	170840

[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)

MENTORING @ ASSUMPTION Introduction: Mentoring plays a pivotal role in the holistic development of an individual alongside institutional development and growth. In this competitive era, students are in the grip of increasing stress and pressures which they find difficult to cope with. To provide the students with the right academic and emotional orientation, it is essential to have a professional handholding by a mentor throughout their studies. A mentor can effectively function as a guide, motivator, and provide help in challenging situations. It is a process of transmitting emotional, psychological, and informative support pertinent to personal and professional development, appropriate career orientation, and subject-oriented hurdles. In educational institutions, mentoring aims at understanding the knowledge, skill, and ability of the mentee, thereby helping them to strengthen /enrich their merits and deal with their weaknesses. Teachers as mentors can help the students in managing time, critical situations, and managing emotions. Understanding the importance of mentoring, it has been practiced in the College from its very inception in 1950. Later on, since 2000, mentoring has been made a formal institutionalised practice and a standardised format has been evolved since 2015. The Objective: The overall objective of mentoring is to enable a student to understand her strengths and weaknesses and to instill confidence to face the challenges of life. Thus 'preparing for life' is the basic purpose of mentoring. The specific objectives include nurturing leadership qualities, fostering teamwork and coordination, motivating and inculcating a desire to strive, seek and achieve, boosting self-esteem, and uplift moral, ethical responsibility, creativity, and critical thinking. The Modus Operandi: Beginning of every academic year, the Principal announces the approved list after scrutiny of the Mentor and Mentee list forwarded to her through the Heads of the Departments. Once the list is finalised, each Mentor communicates to the students allotted to her. Every teacher is a mentor and the College provides training to them occasionally to mould them as effective mentors. Each mentor will have 25-30 mentees. The system functions as part of the regular academic programme as a supportive system. The Mentor tries to provide confidential, unbiased support in academic, interpersonal, professional, and personal matters to mentees by meeting them personally and discussing with them. In some cases, if the mentor feels that the involvement of parents is required, they will be called to the College for a confidential meeting with them. Individuals who require professional help are directed to a professional Counsellor keeping the details strictly confidential. Details of the meeting with the mentee/ parent are recorded in the mentoring register. The Register will be periodically verified by the Principal to ensure its smooth functioning. Principal convenes the Mentors' meet once a year to discuss the concerns, challenges and difficulties in the mentoring process. Method of assessing the outcome and effectiveness: The academic, personal and emotional growth of the mentee is monitored through her progress in the examination results, participation and involvement in extracurricular activities. Effectiveness of the mentoring process is assessed through the student satisfaction survey.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2318	127	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
127	127	Nil	10	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2019	Ms. Suja Mary George	Assistant Professor	4 th PEFI National Award for Best Physical Education Teacher (South India)
2019	Ms. Manjulin Jacob	Assistant Professor	Executive Member , Kerala Chapter- HSAI
2019	Ms. Anne Mary Joseph	Assistant Professor	Chairman to the nomination Board -Kerala Chapter of HSAI
2019	Ms. Anne Mary Joseph	Assistant Professor	Member, Panel of Experts for scrutiny of student Projects- KSCSTE-2019
2020	Dr. Jesly Jacob	Assistant Professor	Best paper presentation - Malabar Institute of Technology
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	ACUCS5	5	28/10/2019	07/11/2019
BA	ACUEN	5	24/10/2019	07/11/2019
View File				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
312	2250	14

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://assumptioncollege.edu.in/academics/programme-outcomes-pso-co>

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
ACUMT	BSc		49	49	100

		Mathematics			
ACUEN	BA	English Language and Literature	37	32	87
View File					

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://assumptioncollege.edu.in/igac/sss-and-feedback>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Ms. Joli Joseph
View File

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	00	00	Nill	00
View File				

3.2 – Resource Mobilization for Research

3.2.1 – 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	ISRO	19.35	19.35
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	0.1	0.1
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	0.1	0.1

[View File](#)

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

2.4

3.3 – Innovation Ecosystem

3.3.1 – 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
Role of Biotechnology and Bioinformatics in Biodiversity Conservation- Expert lecture	Botany	04/07/2019
International Seminar on Perspectives on Gandhian Ideology	History	19/07/2019

[View File](#)

3.3.2 – 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
00	00	00	Null	00

[View File](#)

3.3.3 – 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
00	00	00	00	00	Null

[View File](#)

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
History	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Business Studies	1	0
National	Botany	1	5.81
National	English	1	0
International	Botany	1	0
National	History	4	0
International	History	4	0
National	Mathematics	1	0
International	Mathematics	2	0
International	Computer Science	3	0

International	Physics	3	Nil
View File			

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

Department	Number of Publication
Malayalam	6
Zoology	3
Home Science	2
Computer Science	2
Physics	6
History	2
Mathematics	1
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
00	Nil	00	Nil
View File			

3.4.5 – 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
Catalytic activity of Derris trifoliata stabilized gold and silver nanoparticles in the reduction of isomers of nitrophenol and azo violet	Neethu Cyril	Nano-Structures Nano-Objects	2020	10	Assumption College, Changanacherry	10
Host sensitized tunable luminescence of single phase white light emitting Ca ₂ Sb ₂ O ₇ :Eu	Anns George	Journal of Material Science Materials in Electronics	2020	3	Mahatma Gandhi University, Kottayam	1

3 phosphors					
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3.4.6 – 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
Sonochemical degradation of benzenesulfonic acid in aqueous medium	Dr. Shoniya Thomas	Chemosphere	2020	3	2	Assumption College Autonomous Changanacherry
On Interval-Valued Fuzzy Graphs Associated with a Finite Group	Dr. Ann Mary Philip	AIP Conference Proceedings	2020	1	Nil	Assumption College Autonomous Changanacherry
View File						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	91	101	45	13
Presented papers	17	10	Nil	Nil
Resource persons	4	4	Nil	6
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Fashion Technology	Elegant Cutz	NA	9750
Zoology	Water analysis	NA	1000
Home Science	Nutritional Assessment	NA	450
Physics	Project Guidance	NA	3000
View File			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s)	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
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department				
00	00	00	0	0
View File				

3.6 – Extension Activities

3.6.1 – 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
Distribution Of Seeds In The Campus	NSS and BMC	2	89
View File			

3.6.2 – 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
Promotion of sports	Best Physical Education Teacher -Suja Mary George	G P Goutham award	100
View File			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Distribution Of Seeds In The Campus	NSS and BMC	World Environmental Day - Distribution Of Seeds In The Campus	2	89
View File				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research Collaboration	Dr. Binumol Abraham	IIAS Shimla	90
Student exchange	Ms. N A N L Jayathilake	Indian Council for Cultural Exchange, Maulana Azad Scholarship Scheme	730
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3.7.2 – 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	Name of the	Duration From	Duration To	Participant
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	linkage	partnering institution/ industry /research lab with contact details			
Foreign Academic Exchange	Foreign Academic Exchange	Sophia University, Japan	03/09/2019	13/09/2019	Ms Anagha A J
Foreign Academic Exchange	Foreign Academic Exchange	Sophia University, Japan	03/09/2019	13/09/2019	Ms. Sivamanjari S Mallya
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Changanacherry Municipality	29/09/2020	OJT Student Projects	40
Trinity Professional Academy	10/09/2019	Practical Training on SAP	12
TRADA	27/07/2020	Resource exchange, Resource person exchange, Col laborative programme, Fieldwork and training, Student Exchange	4
Network Solutions, Trivandrum	10/07/2019	Certificate program in Soft Skill Development	39
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
35	341.58

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Nil
Classrooms with LCD facilities	Newly Added
Laboratories	Newly Added
Class rooms	Newly Added
Others	Newly Added
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 partially)	Version	Year of automation
Campus NET ERP Library Management System	Fully	5.0.1	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Journals	93	105811	7	26130	100	131941
View File						

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
Dr. Sherin Thomas	Assignment on crystal growth	Google Classroom	13/02/2019
View File			

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	311	224	311	76	76	28	53	16	0
Added	8	8	0	0	0	0	0	0	0
Total	319	232	311	76	76	28	53	16	0

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

216 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
Media Centre	https://assumptioncollege.edu.in/college-resource/media-room
Audio Visual Centre	https://assumptioncollege.edu.in/college-resource/media-room
Lecture Capturing System	https://assumptioncollege.edu.in/college-resource/media-room
Mixing equipment, software for	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7	30.35	35	20.62

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)

Measures to ensure optimum utilisation of the facilities: Before the commencement of each academic year class rooms are allotted to different departments as per the time table without overlapping of classes. Due to the paucity of the hall facility, the departments are advised to book the halls in advance of the programme. The indoor court is used both for sports practices and for conducting seminars, meetings fashion shows, exhibitions and general assembly. General computer lab is mainly utilised as browsing centre and also as a lab for arts, Humanities and Commerce UG students Common Instrumentation centre is utilised by all the science stream faculty members for research purposes. In the library, the number of days as well as the number of books that can be borrowed are restricted for students as well as faculty, so that all the students who are in need have access. The department library supplements the general library and the students are given books after entry in a log book. The WIFI facility of each department is accessible to their students for academic purposes. Maintenance A permanent Mechanic is responsible for the maintenance of electrical and plumbing works of the college. For major repairs, the college seeks the help of expert technician. The ICT smart classrooms and computer facilities is maintained by technically skilled experts. For cleaning the campus and building, management appoints personnel on daily wages. The maintenance and upkeep of sports and games facilities is ensured by the faculty of Physical Education department with the help of support staff appointed by the Management. Fire extinguishers and lighting arrestors are provided in the campus as the part of safety measures. Maintenance of computers, generators, water purifiers, lab equipment's and physical facilities are very essential for the smooth functioning of the activities of the College. The Finance Committee, Building Committee and the purchase committee of the College takes care of the maintenance of physical as well as academic facilities. AMC facility is taken for highly sophisticated instruments. Funds are allocated in the annual budget towards repairs and maintenance of physical and academic facilities. Besides, the Building Committee of the college takes care of the maintenance of the college building and other physical infrastructure. For the maintenance and making new furniture, college has a workshop with permanent carpenter appointed by the management. The Bursar of the College is in charge of overseeing all the above. As regards to maintenance of power line, optical cables and electrical articles, the college takes the help of an electrician.

<https://assumptioncollege.edu.in/iqac/policy-document>

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	Financial Support	702	2102836
Financial Support from Other Sources			
a) National	E-Grants	515	4459784
b) International	Nil	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Quick Fix - Enrichment course on quantitative aptitude	13/01/2020	44	Physics Department, Assumption College, Changanassery
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Orientation Programme	118	647	66	154
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
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
9	398	154	24	69	38
View File					

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

Year	Number of students enrolling into	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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	higher education				
2019	1	BSc Mathematics	Mathematics	Indian Institute of Technology and Management, Kottayam	MSc Computer Science Specialisation in Data Analysis
2019	1	BSc mathematics	Mathematics	Cochin University of Science and Technology	MSc Mathematics
View File					

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	3
SET	2
GATE	1
GMAT	22
GATE	1
Any Other	27
View File	

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

Activity	Level	Number of Participants
Inter Departmental essay writing and recitation competitions in connection with 'Vaayanaa Dhinam',	Inter Departmental	43
View File		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver In Asian Athletic Track And Field Championship	International	1	Nil	171409	Vismaya V K
View File						

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

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Student Council representation of students on academic administrative bodies/committees of the institution The College provides an open platform for its students to build up their skills and talents through the College Union/Council. For this purpose, student representatives are elected to various positions to form a channel between the management and students. The executive members of College Union are elected as per the rules and regulations of the MG University. Every class elects its representative and the representatives can give nominations to thirteen posts. The Electoral College consists of class representatives. They create an atmosphere that promote students' involvement in the council, different clubs and other activities and develop a healthy environment in the campus by coordinating the various activities. The Student Union voices the concerns of students, unify the student body through social activities and community service activities, and promote civic responsibility, leadership, scholarship and human relations within the student body. They act as liaison to college administration when it becomes necessary for student issues to be addressed at this level, provide aid to the students, the community (Friday Collection), host college functions and events. The Student Quality Assurance Cell includes the student community- in the quality assurance process of the College. The student IQAC also has a representative from the council, they also help HR in communicating and ensuring student participation during placement drives. The various initiatives of the college union include, a college level youth festival conducted by the college union and the Arts Club. The College Arts Day is organized by College Union involving various contests such as Ms Assumption, Malayali Manka, Nasrani Manka and Monjathi. The students from various departments showcase their mettle to win the various titles. In the much-awaited Fresher's Day, the whole campus cheers its new faces who exhibit their talents. The Merit Day is conducted to honour the commendable achievements of the students. The farewell for retiring teachers and final year students are also hosted by Union. The College Union in collaboration with Department of Physical Education organize the Sports Day where students of the college prove their sporting culture and talent. In the Annual day celebrations, students from various departments present a visual treat. Student representatives who are nominated to the editorial board of the college magazine help to collect articles, poems, drawings from talented students. Faculties of the editorial board will guide them in the entire process of printing and releasing the magazine. Student editors also involve in preparing the conference proceedings (National Conference/International), souvenir of student conventions conducted in the Departments. They are also members of the Entrepreneur Development Club, promoting self-reliance and entrepreneurial skills. The College has developed an efficient student support mechanism, besides the regular Teaching-Learning Programmes., the Departmental Associations, Clubs and Cells cater to the academic, spiritual, personality-related, career-oriented, art, and aesthetic needs of students. All activities of the clubs are coordinated by student leaders with the guidance of the respective faculty advisors of these clubs.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

88400

5.4.4 – Meetings/activities organized by Alumni Association :

- 20th Annual Alumnae meet was held on 30th November 2019 - Distinguished Alumnae Award presented to Dr. Shyamala V - Presented Daisy J Thottukadavil Scholarship instituted by SBACAANA to four students - Presented Merit Scholarship instituted by Alumni Association Kuwait Chapter to two students. - Honoured 7 PhD awardees from the alumnae for the year with Excellence Award. - Conducted 16 Alumnae lecture

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 college adopts a decentralized system for participatory management to ensure academic and administrative efficiency at all levels. The administrative mechanism ensures transparency, flexibility, and innovation keeping with the changing needs and contexts. The smooth functioning of the college at both academic and administrative levels is ensured by statutory bodies as well as non-statutory bodies. Decentralization and participative management are practiced in the institution effectively by the coordination between the Management and the Statutory bodies -The Governing Body, Academic Council, IQAC, and Finance Committee, Purchase Committee, Board of Studies, Examination Committee, along with the various other committees. The Vice Principals, Staff Council and the administrative staff assists the Principal in administrative matters for the smooth functioning of the college. Practices are, 1. Academic and administrative Committees The Academic and administrative Committees serves as an integral part of the college working hand in hand with the management to ensure the proper functioning of academic rigor. It is responsible for encouraging an intellectually stimulating environment by supporting the college in its smooth functioning. The Action team for academic and administrative activities of the college includes various committees where faculty members from different departments are in charge of committees like finance, admission, purchase, conduct of In semester examinations, Library, UGC Planning Board, Research and Building Committees. These committees make important recommendations with regard to the functioning of the college system and for enhancement of quality and excellence. Necessary guidelines are also framed by the committee to exercise its powers judiciously. The finance committee plans, sanctions and utilise funds for budgeted items. Smooth and hassle-free admission process of the incoming batch is ensured by the admission committee. The examination committee ensures the timely conduct of internal exams, and the valuation camp director is in charge of coordinating end semester paper valuation. This committee functions in unison with the controller of exams office. The research activities is guided by the research assessment committee of the college and keep the faculty informed about the schemes for research. It also makes invaluable suggestions for the improvement of the research centres of the college. The library committee is vested with the responsibility of recommending, selecting and purchasing books for the library. The committee also puts forward its recommendations regarding the improvement of infrastructure and the efficiency of library functioning 2. ASWASS-Assumption Students Welfare and Support System: The College maintains a strong student welfare and support system by distributing the responsibilities among the faculty members, non-teaching staff and students for the smooth and efficient conduct of various events and programmes. The faculty and student coordinators of each programmes are appointed annually as per the annual Action Plans submitted for every academic year to promote decentralization. Frequent meetings are conducted at every levels starting from Principal and teacher coordinators, teacher coordinators and heads of the departments, teacher

coordinators and student coordinators, student coordinators and students. .Feedbacks and grievances are collected methodically and adequate steps are taken to address the issues raised.

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

Yes

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
Industry Interaction / Collaboration	<p>The college solicits collaborations with research institutes and laboratories to conduct training programmes, carry out student projects, publications, conduct seminars and workshops, student internships, and OJT. The college research centre in History has research guides from other institutions and is an approved centre for conducting course work. Under the initiative of the IQAC, MoUs for academic exchange and on-the-job training were developed by the various departments during the year. As part of the International Academic Exchange Programme, five students visited Japan for 10 days under the Sakura Science Exchange Programme.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The automated college library has an area of 906 sq. mts spread over three floors with a seating capacity of 250. The library is well stocked and new titles are added every year Library services include 60615Text Books,7008 Reference Books, 100000 plus e-Books e-journals digital database CD Videos, as well as periodicals. Through inflibnet college access more than 5000 journals. The electronic information section in the college library provides INFLIBNET and free internet connectivity to facilitate e-learning with a broad band internet facility of 16 Mbps speed.. The entire campus is LAN-connected. ICT-enabled teaching-learning is made possible by the purchase and up-gradation of hardware and software every year. Campus is Wifi enabled. Spread over 15 acres the college has 10 blocks that houses 18 departments , 7 hostel blocks, Archaeological museum,flood lighted indoor basket ball court, volleyball, handball, netball, tennis courts, athletic ground, yoga centre, Auditorium, Indoor court for the effective conduct of the</p>

	<p>curricular, co-curricular, extracurricular activities, and residential facilities.</p>
Human Resource Management	<p>The HR department along with the placement career cells made available various opportunities to the students in the college to test their aptitudes, make the right choice of a career with exposure through a fest and to participate in campus Recruitment drives conducted all over Kerala. During year 2019-20, 398 students got selected in various reputed Multinational Companies and well known organizations such as TCS-1, Deloitte-1, Infosys-36, Goan Institute of Communicative English-27, WIPRO-5, Chegg India-259, Sutherland Voice-20, Sutherland (Non Voice)-48, Cognisant-1, The HR department chalked out a comprehensive programme to help students to nurture the right attitude to brave today's competitive world. It periodically organizes occasions for public speaking, mock interviews, workshops, seminars and group discussions on relevant topics and arranges motivational talks, soft skill training and stress management sessions.</p>
Research and Development	<p>The College has a Research Promotion Council which is a wing of the IQAC that is vested with the responsibility of planning and developing the research promotion activities of the College. The research promotion council organises programmes and workshops for teachers and publishes the journal JET every year. 27 research articles were published during current year in journals notified by the UGC. A number of collaborative activities for research, faculty exchange and academic exchange was initiated during the year. PG Department of Physics was recognised as a research Centre by the Mahatma Gandhi University, Kottayam and 2 faculty were approved as research guides.</p>
Examination and Evaluation	<p>The major examination reforms include the introduction of a question bank for all programmes, camp valuation for timely publication of results, fast and time-bound redressal of grievance regarding examination and evaluation. The college follows an efficient internal and external evaluation</p>

process. Examination calendar is prepared at the beginning of the academic year by the Office of the Controller of Examinations. This helps the teachers and students to get an overview of the timings of exams in the current year. Examination Committee for external and internal evaluations, oversee the conduct of examination and ensure effective implementation. Those who are unable to appear for the internal examinations due to genuine reasons/ failed candidates are given a another chance. The examination module of ERP facilitate the the smooth and efficient functioning of examination and evaluation process.

Teaching and Learning

Good atmosphere conducive to teaching and learning is ensured by the Management of the college. At the beginning of the academic session academic calendar is prepared by incorporating the action plan of all departments. The master plan is scrutinised and compiled by the IQAC, and brought out as handbook and distributed among the staff and students for strict compliance. The work diaries maintained by the faculty ensure that teaching plan is formulated and carried out. Teaching methods are adopted according to the needs of the students. Bridge courses, Remedial coaching, peer group learning and tutorial sessions are aimed to help slow/average learners, while advanced learners are motivated through multiple skills• Increasing opportunities in field work, visits, internship and practical experience enable students to learn from first hand experience. The enrichment modules, certificate and addon courses offered helps to supplement the regular curriculum and aims at skill development/employability and empowerment.

Curriculum Development

Curriculum Development includes planning, designing, and restructuring of the curriculum of various Programmes offered by the College. Through the curriculum, the college offers a distinct learning experience to students of various Programmes. The autonomous status conferred on the institution in 2016 has helped the institution to develop its curriculum. The curriculum was revised for all the

programmes including UG and PG courses in the year 2017. During 2018-19 syllabi for the common course- English for all undergraduate programme was revised. The revised curriculum includes the outcomes, content, sequencing, instructional methods, and activities, instructional resources, and evaluation methods. The curriculum was developed keeping in line with the learning outcomes, local, national, and international needs. At assumption curriculum development is a continuous process. The Board of Studies is vested with the responsibility of developing the Programme Curricula-based Skill Acquisition, Requirements of the Industry, National Priorities, Stakeholder, and Alumnae feedback. The recommendations of the Board Studies are included in the syllabi and approved by the academic council. The IQAC organises workshops and seminars for teachers to equip them with the necessary skills and knowledge to frame the curriculum. Addon course and Certificate courses are developed to supplement the syllabi and e-content development was also initiated along with the up-gradation of the ICT facilities.

Admission of Students

Transparency in the admission process is ensured at all stages. The admission to all classes in the aided stream is governed by the reservation policy of the Mahtma Gandhi University and Government of Kerala. The Management of the college appoints a committee at the time of admissions every year, for the selection of students under the management quota. For self-financing courses, fifty percent of seats are reserved for open merit and the remaining fifty percent are for management quota. For transparency and efficiency, the admission process is done online. For this, the college uses specialised software. .Most of the admission procedures like- registration, payment of fees, uploading of documents, publication of merit list, downloading of application and admission memo, etc are e-facilitated. The implementation of e-governance in matters related to admission has helped parents and students a hassle-free environment for getting admission to this institution

from any part of the world.

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

E-governance area	Details
Student Admission and Support	<p>The whole admission process has been made online with the help of ERP. Examination related support to the students was also giving making use of the various modules in ERP. The college makes use of the online centralised system e-Grantz an integrated online software for the various educational assistance schemes of the Scheduled Caste Development Department. All financial assistance for students from the state government and the central sector is applied, verified, and received online from their respective websites.</p>
Examination	<p>The examination section is fully automated and uses the various modules of ERP for registration of Students for the examinations, payment of fees, issue of hall tickets, internal-external mark entry, results, revaluation, Grade card printing, etc. The students can use their student login id to make use of the various services.</p>
Finance and Accounts	<p>Finance section of the college uses Tally software for the accounting purposes. Online payment gateway in ERP is provided for the Collection of various fees from the Students. The college Bursar is in charge of maintaining the accounts and management funds. Financial accounting and funds transaction with the Government is online and uses application softwares such as PFMS, SPARK etc. The various accounts are audited manually by a qualified external agency. Government funds are audited annually by Higher Education departments and the Governments Accounts General Office.</p>
Planning and Development	<p>Perspective plans for the development are drawn at the beginning of a year. The perspective institutional plan is made by the management after discussion at various levels in a participatory manner. The action plan is prepared by each department and published in the academic calendar. The college website is updated regularly with upcoming and conducted events. The day to day activities and announcements are also</p>

	made through the electronic notice boards.
Administration	The smooth functioning of the college at both academic and administrative levels is ensured by the statutory bodies as well as the non-statutory bodies. Continued cooperation and understanding among the top management, Principal, faculty, administrative staff, and other stakeholders contribute to the planning and streamlining of the institutional policies. Meetings and discussions among various bodies ensure maximum participation and coordination of all units in the decision taken. The announcements, notices, etc are conveyed through Social media like Whatsapp. Application software helps in office management, daily accounting. College administration uses pay roll software SPARK, Pension portal PRISM, Financial Management Software PFMS.

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
2019	Dr Jaisy mol Augustin	Malayathile Sthree Rachanagal	NA	10000

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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	Orientation and Re-Training for Teachers On OBE - N J Rao	NA	25/10/2019	25/10/2019	50	Nil

[View File](#)

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
Refresher Course	1	01/09/2019	31/12/2019	112
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	14	6	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
26	20	28

6.4 – Financial Management and Resource Mobilization

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

To ensure optimal use of financial resources and also to mobilise finance to tide over the paucity of funds, the College has formed a Finance Committee. The Finance Committee guides the College to manage and utilize funds effectively for the development of the institution. Annual budget is prepared at the beginning of each financial year and funds are allocated under various heads. The major sources of funding are the UGC, State and income from self financing courses. Internal and external audit is carried out annually. The management and UGC funds are audited by licensed auditing agency. Government funds are audited annually by the auditors of Collegiate Education Department of Kerala as well as from the Accountants General Office. The audited reports are presented before the managing board every year.

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
NIL	0	NIL
View File		

6.4.3 – Total corpus fund generated

3505441

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	Audit Team (Dr. J G Ray, Professor, School of Biosciences, MG University,	Yes	IQAC

		Kottayam Dr. Tomy Joseph Rtd Principal, St Josephs College, Devagiri, Kozhikode)		
Administrative	Yes	Audit Team (Dr. J G Ray, Professor, School of Biosciences, MG University, Kottayam Dr. Tomy Joseph Rtd Principal, St Josephs College, Devagiri, Kozhikode)	Yes	IQAC

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

The PTA of the college facilitates the active involvement of parents and teachers in the day-to-day activities of the college as well as the student welfare. The PTA gives moral and financial support and encourages cooperation and understanding between parents, teachers, and students. The contributions made by PTA are- funds allocated in each year for distributing notebooks to economically weak students, sponsoring of accommodation for sports students in the hostels. The PTA has also instituted an award for the best student for her contribution to social work.

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

The support staff is given training in the use of new administrative and accounting software introduced for fund transfer, salary payment, etc. To develop IT skills, they are given training in the computer institute. A three-day motivation and rejuvenation programme were organised at the beginning of the academic session. Before the start of each semester the support staff is given orientation towards the various activities, and the laboratory procedures to be followed during that semester.

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

- Induction Programme and Bridge Course: was introduced to familiarize and fill the gap in the competency levels of the students coming from school level to the undergraduate programmes
- Green audit
- Academic Collaborations (MoUs) with international and national institutions and agencies for student exchange, research, on the job training etc.
- Out come based curriculum framework
- ISO Certification

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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
2019	Capacity building Programme-Dr P C Aniyankunju	13/06/2019	13/06/2019	13/06/2019	110
View File					

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
National Seminar on 'Transforming women with PCOS'	11/02/2020	11/02/2020	200	Nil
National Seminar on Women's Right	27/02/2020	08/03/2020	2003	7
International Women's Day celebrations	08/03/2020	08/03/2020	67	4
Talk on Unlocking the Potential of Women Entrepreneurship	11/07/2019	11/07/2019	125	Nil
Seminar on Women Entrepreneurship	24/07/2019	24/07/2019	95	1
Pencil drawing competition on 'Save the Girl Child'	24/07/2019	24/07/2019	7	Nil
Effective Voice of Ladies	02/08/2019	02/08/2019	174	3
National Seminar on Women Writings in Malayalam	14/09/2019	14/09/2019	37	2
Girl Child Day	01/10/2019	02/10/2019	128	4
PPT Presentation Competition on	11/10/2019	11/10/2019	67	Nil

Women Rights				
Awareness class related to Constitutional Framework for Women Right	05/12/2019	05/12/2019	128	Nil
Self Defence Training Programme for Women	05/12/2019	05/12/2019	134	Nil
International Seminar on Gender, Environment and Sustainable Development	18/12/2019	27/02/2020	188	11
Workshop on 'Theories of Gender: Reflections and Observations'	20/01/2020	20/01/2020	240	Nil
Talk on Gender Legislation and Women Issues	28/01/2020	28/01/2020	63	Nil

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
<p>Assumption motivates every stakeholders of the institution towards environment friendliness through the promotion of green practices inside the campus and the hostels. The college maintains a Green Policy and Green Protocol for the systematic functioning of the activities related to energy conservation, rain water harvesting, waste management and recycling, sapling distribution, maintenance of the vegetable gardens, orchidarium, fernery, medicinal plants etc. Various intra-collegiate and inter-collegiate competitions, seminars, conferences, workshops and invited lectures are organised for creating awareness among the students, teachers, staff and the local community. Special initiatives are taken through the Nature Club, the Bhoomitrasena (Green Guardian) Club, the Energy Club, the NSS unit of the college for the implementation of the action plans in this regards. The college has taken steps to increase the use of LED lights/LED monitors and solar energy inside the campus as well as in the hostels. Solar Photovoltaic power plants each of 3 kW (max.) in 6 hostels. 81 kWh energy produced/day. Biogas Modules of 3m³ volume, one each in each of 6 hostels plus one in Canteen. Kitchen wastes are fed and 21 m³ of gas is used for cooking.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	Nil
Physical facilities	Yes	Nil
Scribes for examination	Yes	18

Braille Software/facilities	Yes	18
Special skill development for differently abled students	Yes	18
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	14/06/2019	1	Financial Literacy Class	Organised financial literacy class for village	60
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Policy of Ethics- Examination	22/01/2019	The College maintains a no malpractice policy for examinations. Strict measures are taken to students as per the examination policy under the supervision of the Controller of Examination and the Principal. The Examination policy is published and displayed on the website.
Policy of Ethics- Research	22/01/2019	The College has developed a Research Policy under the supervision of the Research Assessment Committee/Research Promotion Council. This committee ensures ways and means to prevent plagiarism in the research works of the students, scholars and the teachers in the research centres of the College. Action plans are

		made annually for the conduct of the programmes for every academic years.
Anti-Ragging Policy	22/01/2019	The anti-ragging policy of the College is commensurate with the UGC regulations- "Curbing the menace of Ragging in Higher Educational Institutions (third amendment), Regulations, 2016." The 3rd Amendment of UGC Regulations on "Curbing the menace of Ragging in Higher Educational Institutions, 2016", ragging includes 'any act of physical or mental abuse (including bullying and exclusion) targeted at another student (Fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background'.
Sexual Harassment (Prevention, Prohibition, And Redress)	22/01/2019	The College is committed to providing a safe and secure campus environment to the staff and students. Since sexual harassment results in violation of the fundamental rights of women to equality as per articles 14 and 15 and her right to live with dignity as mentioned under Article 21 of the Constitution, the Government of India enacted the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redress) Act 2013. The policy of the College is in line with this Act. "Sexual Harassment" includes any

		<p>one or more of the following unwelcome acts or behaviour (whether directly or by implication), namely: - Physical contact or advances - A demand or request for sexual favours - Making sexually coloured remarks - Showing pornography - Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature (Handbook by the Ministry and Women and Child development, Government of India)</p>
Policy of Professional Ethics	22/01/2019	<p>The College strictly follows the Policy of Professional Ethics for holistic development of the institution. Every stakeholders of the institution students, teachers, non-teaching staff, PTA and the Alumni Association are expected to adhere to the policy. The policy documents are published and displayed in the website. Action plans are made annually for the conduct of the programmes for every academic years.</p>
Code of Conduct Students	22/01/2019	<p>The College has developed a code of conduct for students. Every students are informed about their duties, responsibilities, rules and regulation of the institution through orientation/induction programmes. Code of Conduct for Students is published and displayed on the website. Action plans are made annually for the conduct of the programmes for every academic years.</p>
Code of Conduct Teachers	22/01/2019	<p>The College has developed a code of conduct for teachers. Every teachers are</p>

		<p>expected to work for the over all advancement of the institution. Code of Conduct for Teachers is published and displayed on the website. Annual awarness programme is organised for the newly joined teachers. Action plans are made annually for the conduct of the programmes for every academic years.</p>
Code of Conduct Non-Teaching staff	22/01/2019	<p>The College has developed a code of conduct for non-teaching staff. Every staff are expected to work for the over all smooth functining of the institution. Code of Conduct for non-teaching staff is published and displayed on the website. Annual awarness programme is organised for the newly joined staff. Action plans are made annually for the conduct of the programmes for every academic years.</p>
Equal Opportunity and Inclusiveness	22/01/2019	<p>The basic aim of the Equal Opportunity Cell is to ensure that students and faculty belonging to various diverse backgrounds of community, religion, region, gender, or ability are not deprived of their basic opportunities. They all must have access to all the basic rights to promote inclusivity and harmony. Through this cell, several activities are organized to promote inclusive policies and practices for all and to look into the grievances to ensure equality and equal opportunities to the disadvantaged group on campus through proper implementation of policies, skills, and programs of the society.</p>

Policy For The
Differently Abled
(Divyajnan)

22/01/2019

Assumption College takes a special interest to create an all-inclusive environment and to ensure all possible aids to the Differently-abled students. To put together all the activities in this regard, the College has developed an innovative programme entitled 'Walk with the Specially Skilled' with a mission to nurture self-confidence in the Specially Skilled students. A teacher is allotted to five students and the Teacher Mentor is supposed to extend a continuous hand-holding to them. The Mentor establishes a rapport with the family members of such students and helps them with a lending hand in need. Assumption has always been an advocate of empathy and compassion for the needy. Through different programs and activities, the College is inculcating the following values among its teachers and students for an inclusive education along with the Divyajnan.

Cyber Etiquette For
Virtual Learning

15/06/2020

During the COVID 19 Pandemic, online education has replaced classroom education. Students are expected to observe dignity, discipline, and decorum when they are online and in all their communications. General Instructions to students
1. Respect should be maintained in all communications using Email/Whatsapp, LMS, or any other apps. 2. Do not share any confidential information online unless it is asked by the

College. 3. No file sharing is allowed without the permission of the Teacher. 4. Read all the instructions and updates by your Teacher and the College. 5. Do not provide either the class password or meeting URL to others. Strict action will be taken if such cases are found. 6. Complete all the assignments and self-learning tasks on time and upload them through the LMS. 7. If you face any difficulty, inform the class teacher. 8. If any online survey is conducted by the College regarding the teaching-learning process, prompt action is expected. 9. Visit the College Website every day for any updates and notices. Rules for students for Online Classes 1. Be on time for all the classes. 2. Dress appropriately as you do while in normal classrooms. 3. Keep the microphone and video off while attending the classes unless you are asked to respond to some questions or participate in a scheduled discussion. 4. Allowing unauthorised attendance in classes by sharing the password or link is strictly prohibited. 5. Uploading video or audio clips and screenshots of lectures on social media without the prior permission of the Teacher/ Authorities is banned. 6. Online examinations should be attended with utmost seriousness and in a scrupulous manner. 7. While joining the Google classroom or any other LMS that the faculty use,

the students should join with their names followed by the roll numbers. 8. Disruption of the classes and use of abusive language by students will be taken seriously and strict action will be taken against them. 9. Click the chat bubble or raise your virtual hand to ask any doubts or seek any clarifications. 10. Students are not supposed to post anything in the LMS without the permission of the Teachers.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Hepatitis Day	28/07/2019	28/07/2019	39
View File			

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

1. Green Audit 2. Energy Audit 3. Bhumitrasena Club 4. Sapling distribution on World Environment Day 5. Green Kerala Mission

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: 1- 'OUTCOME BASED EDUCATION (OBE)' Objectives of the Practice Assumption College Autonomous adopted the outcome-based approach to quality assessment and curriculum improvement in 2019-2020. The outcomes-based approach is completely student-centred which focuses on what students know and can actually do. Outcome-based teaching and learning emphasize on the explicit declaration of learning outcomes which identifies the tasks that the students are expected to be able to perform after completing the course. Sharpening the focus onto student learning outcomes goes beyond mere tinkering with traditional structures and methods. It constitutes a paradigm shift in educational philosophy and practice in modern education system in India. The Context The objective of higher education is to provide knowledge, skills and aptitudes for students. In this, knowledge can be organized into compartments and taught as courses. Every knowledge area has four components including core basics, exploding volume of empirical knowledge, constantly changing applications, rapidly changing tools. The invariant core consists of fundamentals based on universal laws that provide a description, the empirical knowledge expands and sophistication added to changing applications. The Invariant core provides continuity in education. Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment etc are planned, to achieve stated objectives and outcomes. It focuses on measuring student performance at different levels. OBE links classroom exercises to the real world by sourcing learners' realities as contexts of learning and teaching and by making learning a productive learner experience. Classroom activities are thus relevant to a subjective rather than to an externally perceived objective real world. The Practice Traditional

education systems are losing their significance in the age of globalization. In order to cope with the rapid transformations in educational methods and techniques, there is a need for the results-based education to overcome the knowledge gap. Focusing on results Outcome-based education generates a transparent expectation of the top results. Students can understand what they expect, and teachers can understand what they need to demonstrate throughout the course. Teachers can structure their classes according to the student's wishes. OBE help teachers to monitor the development and enhancement of the students over a certain quantity and to help them achieve their results.

Evidence of Success In 2019-2020 the college conducted workshops on OBE for the faculty members and provided training for measurement of outcomes. Programme Outcomes, Programme Specific Outcomes and Course Outcomes of undergraduate and postgraduate programmes were framed. Question Banks were also developed based on the Bloom's Taxonomy. Outcome-based education is focusing and organizing everything in an educational system around what is essential for all students to be able to do successfully at the end of their learning experiences.

Outcomes are clear learning results that the students to demonstrate at the end of significant learning experiences. Problems Encountered Mapping of learning outcomes to the programme outcomes to obtain accumulative sum of learning outcome was challenging. Title of the Practice 2- 'ADAPTING TO THE NEW NORM OF EDUCATION' Objectives of the Practice One of the common terms heard in the field of Higher Education after the Covid pandemic is the term 'new normal'. The new normal in education is the increased use of online teaching learning tools. The COVID-19 pandemic has triggered new ways of learning. Online teaching learning provides a greater flexibility to address varying learning styles and use different technologies with a student centric approach. Online learning has the benefit of allowing instructors to focus on individual students. The new normal now is a transformed concept of education with online learning at the core of this transformation. Realizing the significance and demand for online teaching-learning methods, Assumption College Autonomous has initiated the adaptation of the recent trends of Blended learning by combining teaching with digital tools and resources designed to deliver the best possible learning experience in the college. Blended teaching-learning fulfils the following goals of higher education. • Affordability • Efficiency • Flexibility and self-paced learning • Accessibility of time and place • Improved virtual communication and collaboration • Refined critical-thinking skills • New technical skills • Suits a variety of learning styles • A broader and global perspective

The Context All around the world, educational institutions are looking toward online learning platforms to continue with the process of educating students. Today, digital learning has emerged as a necessary resource for students all over the world. Online education is far more affordable as compared to physical learning. Additionally, all the course or study materials are available online, thus creating a paperless learning environment which is more sustainable. It allows students to attend classes from any location of their choice. Online learning offers teachers an efficient way to deliver lessons to students using various online tools and resources beyond traditional textbooks. The Practice Assumption College adopted the online teaching-learning as the process of educating students through virtual platforms during 2019-2020. This type of teaching involved live classes, video conferencing, webinars, recorded lectures, Google classroom, Moodle, YouTube videos, E-texts, E-content and E-learning platforms other online tools. The online applications are developed and designed to facilitate easy learning and better understanding. It is the best way to create a perfect learning environment suited to the needs of each student. Evidence of Success Developing online teaching skills are crucial while working as an educator in virtual platform. These skills help a teacher to keep their classroom engaged and interested in learning. Teachers were encouraged to undergo short-term courses and faculty development programmes related to online teaching-learning. Most of the

departments conducted online lectures and webinars. The college has developed a depository of lectures by faculty members. Organised departmental association activities, competitions and alumni lectures through online mode. Problems Encountered Students found it difficult to adapt to an online learning environment immediately after traditional classroom learning. Challenges faced while adopting the virtual teaching-learning are technical issues, distractions and time management, staying motivated, understanding course expectations, lack of in-person interaction, adapting to unfamiliar technology and uncertainty about the future.

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

<https://assumptioncollege.edu.in/igac/best-practices>

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

SPORTS AND COCURRICULAR EDUCATION Assumption College, one of the leading colleges for women in Kerala imparting value-based education catering to the ever-changing needs of the educational sector. The college provides opportunities for women to flourish in their academic, co-curricular, and extracurricular activities. Assumption College has secured a leading position, with laurels in university ranks, prizes in cultural pursuits, and innumerable medals and trophies in the field of sports and games. The college was the first to receive the award for the Best College in Sports and Games instituted by the Kerala Sports Council in 2001, A five-time winner of the Rajiv Gandhi Gold Trophy for the overall championship in college games, an eight-time winner of Malayala Manorama Trophy for the champion college in the University, Assumption has steadily maintained her distinctive position in the field of arts and games. The facilities offered by the college help the students scale heights of glory. Sports has the power to transcend boundaries of sex, race, religion and nationality. It promotes health and wellness, improves self-esteem, and teaches leadership, team skills and perseverance. Since establishment of physical education department in 1956, the college has been keen to locate the hidden talents, identifying them, bringing them to the college, mentoring them coaching them to achieve their highest goals from state to international levels by providing them social and economic support and security. Students of Assumption regularly participate in nearly twenty sport events at the state and intercollegiate level competitions Roll ball, Cycling, Cross country, Aquatics, Football, Badminton, Ball badminton, Softball, Baseball, Cricket, Tennis and Table tennis. The college organizes All Kerala Intercollegiate Tournaments for Basketball and Volleyball, Mahatma Gandhi University Sports Tournaments in Basketball, Volleyball, Handball, Netball, Fencing, Yoga, Cross Country, Athletics and Kho-Kho. Fitness programs organised include Fitness for All' Aerobics, 'Yoga', Gym Exercise Training etc. Assumption has produced two Arjuna Awardees, two Olympians, 95 international representations, 45 International medals and 40 athletes and players for India. Every year the college conducts Summer Coaching Camps for nearby schools. Apart from this, the hostels of the college provide free boarding and lodging to around thirty sports students. The Parent Teacher Association of Assumption meets the hostel fees of five sports students each year. The college has given exemption in the college fees for Sports Students. Each year a large number of sports students gets placed in various government and private sectors like Indian Railway, ICF, Income Tax, Navy, LIC, Kerala Police, CRPF, BSF, SSB, CISF, KSEB and various departments of the Kerala Government. Assumption is well known for its sports culture and its commitment to values, nurturing young sports talents to greater heights of glory in the national and international level competitions. Discipline,

adherence to moral principles and ethics make Assumption Sports Talents distinct and appreciable.

Provide the weblink of the institution

<https://assumptioncollege.edu.in/igac/institutional-distinctiveness>

8.Future Plans of Actions for Next Academic Year

1. Introduction of modern ICT tools using an efficient learning management system 2. Augmentation of renewable energy sources. 3. Organize Faculty Development Programmes. 4. Registration and strengthening alumni association. 5. Transform to Centre of Excellence.