



# **SELF STUDY REPORT**

**FOR**

**4<sup>th</sup> CYCLE OF ACCREDITATION**

**ASSUMPTION COLLEGE**

**ASSUMPTION COLLEGE AUTONOMOUS CHANGANASSERY KOTTAYAM  
DISTRICT  
686101**

**[www.assumptioncollege.edu.in](http://www.assumptioncollege.edu.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**March 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Assumption College was founded in 1950 by the educational trust of the Archdiocese of Changanassery, with the vision of empowering the women of Central Travancore. Over the past 71 years, the institution has emerged as a centre of academic excellence in the State, imparting quality education to young women, inculcating in them ethical values and skills required for living in harmony with oneself and others. The core values of the college are Excellence, Integrity, Women Centredness, Inclusiveness and Social Commitment.

The College, affiliated to Mahatma Gandhi University, Kottayam, is recognized by the University Grants Commission (UGC) and included under Sections 2(f) & 12(B) under the UGC Act, 1956.

### Highlights

- Reputed Women's College
- First accredited in 1999 at Three Star level; subsequently re-accredited in 2007 and 2014 with A grade
- Granted autonomy in 2016
- 19 Undergraduate and 9 Postgraduate Programmes offered by 15 Departments with a student strength of 2325
- 2 Departments recognised as research centres- History and Physics
- 83 value-added courses during the assessment period and 15 enrichment modules every year
- All Science Departments funded by DST FIST 2012 scheme
- Funding from RUSA in 2018
- Adequate infrastructure and ICT facility for teaching and learning
- Wi-Fi enabled campus
- Partner Institute of MHRD *Study in India Programme*.
- IT integrated processes and procedures in admission, attendance, fee payment and examination
- Safe and secure campus
- Scholarships and endowments for meritorious students; financial assistance to economically weak students
- 84th in NIRF ranking in 2016, and placed in the range of 150-200 in 2021
- ISO 9001: 2015 certified institution
- Winner of University award for the **Best Sports Performing College 14 times**, first recipient of **Kerala State Award for Best College in Sports**, numerous international sports stars including 2 Arjuna Awardees and 2 Olympians

### 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 a 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
- To create socially productive citizens

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Excellent reputation as one of the leading women's colleges in the State
- Campus is free of party politics, ensuring a congenial ecosystem of academic and extra-curricular activities
- Situated in an easily accessible small-town with ample transport facilities
- Committed faculty and academic excellence
- Projects funded by UGC/DST/ISRO/ASI/ICHR
- Faculty participation in Fellowship Programmes, FDP/ Short term courses and Conferences
- Organises International and National Conferences/ Workshops/ FDP
- Certificate courses for skill development and value addition along with regular programmes
- Wi-Fi enabled campus and ICT facilities for teaching-learning process
- Good infrastructure facility to meet academic requirements
- Residential facility for 850 students
- Digitalised library with a good collection of books and journals; INFLIBNET, NLIST access
- Excellent student support mechanisms
- Induction Programme for newly admitted students
- Bridge Course for all courses
- Mentoring and Personal Counselling System
- Career orientation and Placement drives
- Life Skill Development Sessions
- Entrepreneurial and Capacity Building Initiatives through Clubs and Departmental Association activities
- Freeship for sports students
- Scholarships for meritorious students
- State of the art infrastructure facilities for training in different sports and games, Kerala Sports Council sponsored hostel facility, assistance of Sports Council coaches
- Excellence in sports and games, College has contributed National and International sports persons for the country
- Dynamic leadership and supportive management
- E- governance system for academic and administrative activities
- Green and eco-friendly campus
- Access to affordable and quality education for students from economically weaker sections of society
- AESOP-Assumption Extension and Social Outreach Programme aimed at the welfare of local communities

### **Institutional Weakness**

- Being situated in a residential area, there are limitations for infrastructure development.
- Financial constraints for development
- Limited scope for recognised research centres due to a fewer aided PG programmes
- Sanctioning of programmes only in the self-financing stream by the government leads to frequent changes in faculty for such programmes
- Locational disadvantages for establishing industry collaborations and linkages

### **Institutional Opportunity**

- Attract students from all parts of the country; provide good education at nominal fee
- Impart training to acquire organisational abilities and reach positions of leadership
- Establish industry linkages for start-up, innovation and research activities
- Scope for starting consultancy for revenue generation
- Start new UG, PG and Certificate Programmes
- Designing self-learning and skill enhancing online courses with credit bank system
- Student participation in outreach activities
- Participation in more National and International sports events

### **Institutional Challenge**

- Systemising research culture
- Developing a good innovation ecosystem
- Decrease of funding from government agencies
- Fund mobilisation for the various developmental, research and extension activities
- Restrictions in starting new programmes due to Government and University policies

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The teaching departments try to keep abreast of the latest developments in their disciplines. The syllabus is so designed as to incorporate all areas that students need to acquaint themselves with, at their respective levels of study. Competitive examinations and higher studies at national/ international levels are also kept in mind during curriculum design and revision.

- The curriculum was revised for all Programmes, under the supervision of the respective Boards of Studies constituted as per UGC/State government guidelines
- The curricula developed are at par with those of the affiliating university as well as other premier institutes in the country. The revised syllabus drew on inputs from stakeholders and experts in the respective fields
- The curriculum was developed giving emphasis to the vision and mission of the college. It aims at the holistic development of the students, through courses and activities that inculcate human values, professional ethics, environmental consciousness and sustainability

- The revised curriculum has courses that cater to the local, regional, national and global demands
- Programme Outcomes, Programme Specific Outcomes and Course Outcomes were assimilated into the curriculum and the level of attainment of POs, PSOs and COs are assessed by the Institution
- The CBCS system followed provides academic flexibility, offering an array of elective courses and open courses
- 95.4% of the courses focus on employability, entrepreneurship and skill development
- 594 courses have been newly introduced during syllabus revision which is 46% of the total courses
- The College has conducted 83 value added courses during the assessment period and 15 enrichment modules every year for skill enhancement. 81% of the students have benefited from these courses
- The teaching pedagogy adopted ensure that the students attain the learning outcome through learner-centric activities like field projects, internships, practical sessions, industrial visits. 68.65% of students have undergone student projects/internships in the last completed academic year
- The feedback on curriculum is collected from all stakeholders, the data is compiled and shared with each department for analysis and subsequent revisions
- Annual external academic audit and self-assessment by the departments provide inputs for further academic improvement and quality sustenance

### Teaching-learning and Evaluation

Teaching-learning and evaluation is a continuous process through which the College strives to meet academic excellence in a structured framework. Teachers keep up with emerging areas of study through FDPs/ seminars/conferences and try their best to impart advanced skills and knowledge to their students.

- Transparency is ensured in the fully automated admission process through adherence to University and State government rules
- The average percentage of enrolment is 94.25
- **Induction Programme** and **Bridge Course** are offered.
- The learning levels of the students are assessed during **Induction Programme** and on a continuous basis after the commencement of classes
- **Advanced Learners** are motivated and given ample opportunities to develop their knowledge and skills through programmes conducted in and outside the college
- **Slow Learners** are also provided special attention through measures like **Scholar Support Programme/ Remedial/ Tutorial/Motivational** sessions
- The teacher student teacher ratio is 19:1
- The teaching learning process is ICT enabled
- **Mentoring** system ensures a good relationship between teachers and students. The mentor-mentee ratio is 1:20
- The Academic Calendar, approved by the Academic Council is published on the College website at the beginning of each academic year and is strictly followed. It is also incorporated in the College Handbook for students and teachers. A projected Examination Calendar is also published at the beginning of each academic year
- Each teacher prepares a teaching/ lesson plan for the respective courses as per the curriculum
- The average percentage of full-time teachers against the sanctioned posts is 100 and the average teaching experience is 11 years
- Transparency is ensured in the internal and external assessments. Internal marks are published on the notice board at the end of each semester so that students can raise their grievances if any
- The examination system is fully automated, from exam registration to publication of results

- Question Bank software is utilised for question paper generation
- Attainment of programme outcome, programme specific outcome and course outcome is measured using software
- The pass percentage is 81 for UG Programmes and 92 for PG Programmes

## Research, Innovations and Extension

The Institution endeavours to provide a conducive environment to consistently engage the faculty members and students in research, extension and outreach programmes. The College has a well-defined research policy and code of ethics to promote respectful and honest research activities among the faculty and students.

- The College promotes research interests in advanced learners through field-based studies and research-oriented internships, projects and training programmes
- Research activities are promoted by providing adequate infrastructural facilities like project lab, instrumentation centre, computers and seed money
- Faculty are encouraged to apply for fellowships and capacity development programmes
- Currently 45 teachers are PhD holders, 22 are pursuing their research and 8 teachers are recognised research guides
- **2** Departments are recognised Research Centres
- **35** research scholars and **11** research guides are registered with the two research departments of the institution
- Two scholars registered in the research centre in History have been awarded PhD during the assessment period
- The DST-FIST sponsored Instrumentation Centre caters to research scholars in science, from both within and outside the college
- The College Library provides access to 68472 books, 197 journals, Kindle e reader with 500 plus books and INFLIBNET
- Rs140 lakhs has been sanctioned by various funding agencies towards major and minor projects
- 169 research publications - **103** publications in UGC listed journals of which **45** are Scopus indexed
- 103 books/ chapters /proceedings
- 97 Seminars/ Workshops have been organised on IPR, Research Methodology, and Entrepreneurship Development
- Peer-reviewed journal JET (ISSN 2394-3874) is published annually
- Research Promotion and Assessment Committee has instituted research awards for faculty members, Best PG projects, and Best Research Paper in History
- The College has launched an Innovation and Entrepreneurship Development Centre (IEDC) under the Kerala Start-Up Mission to develop and promote entrepreneurial skills among students
- Collaborations/ linkages with reputed institutions are established for internship, project work, OJT, student exchange and research activities
- **38 functional MoUs** with various organisations
- The extension/outreach programme carried out in the neighbouring areas under Assumption Extension and Social Outreach Programme (AESOP) for the benefit of the community and also to inculcate in students, a sense of concern for the underprivileged
- **559** extension and outreach activities carried out by various Departments, Clubs, NSS and NCC
- Faculty renders their services at Government facilitation centres during the time of natural calamities, Covid pandemic, and the General Elections

## Infrastructure and Learning Resources

The College has adequate infrastructure facilities for academic and extracurricular activities. New facilities are added and existing ones upgraded regularly to meet the academic standards.

The College is spread over 15 acres of land with a total building area covering 29924 m<sup>2</sup>

- A Community College functions in the campus to coordinate community related activities
- Seven hostels within the campus offer residential facility for 850 students.
- 4 Seminar Halls /Auditorium with total seating capacity of 3000 persons
- 4 ICT enabled Seminar Halls/ Conference Halls out of which 2 have smart board facility
- Infrastructure facilities for sports and games include Multipurpose Indoor Court, Floodlit Basketball Court, Courts for Volleyball, Badminton, Tennis, Handball, and Net ball.
- Facilities for fitness and wellness include Gymnasium, Open Green Fitness Park, space for Yoga, Aerobics and Zumba
- Uninterrupted power supply within the campus is ensured through two generators of 160 and 55KV.
- 349 computers with a student computer ratio of 7:1
- The entire campus is LAN connected. All departments are provided with computers with Internet facilities. College avails 100 Mbps internet Leased Line (1:1) Connection, 200 Mbps Asianet Leased Line (1:1) Connection and 10 Mbps BSNL NME connection. One Server room - Intel(R) Xeon (R) CPU ES-2620 V3 @ 2.40GHz x 12 Installed RAM - 15.5GiB, 1.2TB HDD. The firewall (Sophos XG 210) security device for wired and wireless internet facilities will support up to 150 – 200 numbers of users at a time
- 43 laboratories of which 2 have LCD facility
- 79 Wi- Fi enabled classrooms, out of which 23 have LCD and 6 classrooms have smartboards
- Museums attached to the Departments of Zoology and Botany maintain rare collections; the History Department has a Heritage Museum housing antiques and replicas
- A media centre with recording facility, lecture capturing system and audio and video editing facilities
- Central Library with an area of 10748.47 sq ft is fully automated with the Open Source Library Management Software KOHA 21.11.01.000
- The library has a total of 68472 volumes, 65252 titles, 197 journals, Kindle e-reader with 500 plus books and other periodicals

During the assessment period, the average percentage of expenditure incurred on augmentation and maintenance of physical and academic facilities is 39.4% and 21.81% respectively, of the total expenditure.

## Student Support and Progression

The College fosters a student community from widely differing socio-economic backgrounds and extends maximum support to students in their education and progression - notifying them of and facilitating the procurement of scholarships/ other assistance available from the government or other agencies, organising career guidance programmes and arranging placement drives. Numerous opportunities are offered for honing their skills and talents and for enriching their mental and spiritual faculties.

- Scholarships and endowments are provided to meritorious students and fee-concessions to deserving students. 40.93% of students benefit from scholarships and freeship offered by the Institution
- 36.29% of students benefit from the scholarship and freeship by the government. Rs 3,72,83,816/-

availed as scholarships from the government during the assessment period

- Various courses are offered to enhance soft skills, entrepreneurial skills, language and communication. The Human Resource Department coordinates career counselling and placement drives, conducts mock interviews, group discussions, orientations and provides guidance for competitive examinations
- 95.12 % of students have benefitted from the guidance for competitive examination and career counselling offered by the Institution
- The College provides ample opportunity to develop and exhibit the talents and skills of the students through intercollegiate and interdepartmental competitions
- Students' grievances and concerns are addressed by the Grievance Redressal Committee, Anti-ragging Committee and Student Council Advisory Committee. The Internal Complaints Committee is in charge of addressing complaints related to sexual harassment if any. Students can submit grievances online/offline
- Systemised Value Education sessions for all batches of students. Every week, one hour is allotted for such sessions to promote value-based education, to inculcate awareness on social responsibility and good citizenship
- 12.68% of final year students got placements in the last five years
- 45.61 % of students join for higher education
- Medals – 32 International Medals, 90 National, 102 All India Inter-University, 337 State and 732 intercollegiate medals. Training and infrastructure facilities in sports help the students to excel in National and International sports events
- Association of Assumption Alumnae(AASA) organises lectures, provides scholarships and financial support to students and for the various activities of the college

## **Governance, Leadership and Management**

The college has a transparent and participative management system. Effective leadership and participative decision-making help to achieve the vision, mission and goals of the institution.

- The College follows the norms of statutory regulatory bodies.
- Meetings of the Governing Body, Academic Council, Board of Studies, Staff Council and Department Council are held regularly and the proposed resolutions/ recommendations are implemented accordingly
- Perspective plans are developed for attaining quality and excellence. The main focus is on ICT integration and Management Information System (MIS), Quality Development and Sustenance, Industry-Academia Collaborations, Entrepreneurship Promotion, Research, Extension and Infrastructure Development
- Career advancement of teaching faculty is based on the API score as per UGC regulations
- Leave benefits are sanctioned to staff as per State government rules
- Capacity building programmes organised for faculty and students include Seminars, Conferences, Training Programmes and FDPs at National and International level
- Welfare measures for the college community focus on the health and well-being of the students such as spiritual enlightenment programmes and skill development initiatives
- Major source of funds are the fees collected from students of self-financing programmes and government funds
- Effective utilisation of funds is ensured through budgeting, accounting and financial audit by internal, external and government agencies. The Finance Committee decisions are approved by the Governing Body.
- Facilities like Hostel, Chapel, Free Wi-Fi on the campus, College Store, Akshaya Centre, College Bus,



Student Amenity Centre with counselling facility and Sick-room, Day Care, Staff Resting Room, Cafeteria, Canteen, ATM, vehicle parking are made available to staff and students.

- Quality initiatives institutionalised by the IQAC are Skill Acquisition and Development (ACSAD), Induction and Bridge Course, E-governance, Assumption Extension and Social Outreach Programme (AESOP), International Student Exchange Programme, Capacity Building Workshops for Teaching and Non- Teaching Staff, Walk with Specially Skilled, Student IQAC, Green Audit and Exit Exam for graduates
- Other quality initiatives include an effective feedback system, participation in NIRF ranking, regular Academic and Administrative Audit, ISO Certification and Collaborative activities with other Institutions

### Institutional Values and Best Practices

The institution adopts values and practices that promote women empowerment, sustainability and eco-friendliness, and instill social responsibility through various outreach programmes.

- Initiatives are taken to sensitise the staff and students towards gender equity with well-defined Gender Policy and Policy on Sexual Harassment .
- Training programmes in self-defence, Conferences, Seminars, Day Observance, Workshops and Street Plays on gender issues
- Seminars, Health Camps and Counselling are held for physical and mental health
- Green Audit, Energy Audit and Environment Audit held regularly
- Green initiatives include plastic-free campus, landscaping with trees and plants, Fernery, Orchidarium, and restricted vehicle entry
- Water conservation through roof-top water collection, Rain water harvesting, Borewell /Open well recharge, tanks for rainwater collection and maintenance of water bodies
- Alternate energy sources are utilised and energy conservation is practised through the use of solar power, biogas fuel, sensor-based lights, LED bulbs
- Solid waste management is practised through segregation of solid waste, reuse of paper, plastic collection, eco burn incinerator, vermi-reactor, pot-compost, pipe-compost
- Liquid waste is managed by closed drainage system
- Management of E-waste through collection, segregation and recycling
- MoU with Kerala Enviro Infrastructure Ltd ensures management of chemical waste from laboratories
- The College is sensitive to the needs of the differently abled, providing a barrier-free environment, ramps, suitable furniture and washrooms, signage with tactile path, lights, display boards and signposts
- ‘Walk With Specially Skilled’ programme is aimed to provide assistance to slow learners; Reader facility, screen-reading, scribe facility and extra time for examinations are provided
- Human Rights Cell, Equal Opportunity Cell, Women Cell, U N Chapter, Peace Club organise Seminars, Workshops and Invited Lectures are meant to create awareness on inclusiveness
- Human values and professional ethics are ensured through well-defined code of conduct and campus discipline and observation of days of national and international importance
- **Best Practice 1: Assumption College Skill Acquisition and Development (ACSAD)** for skill enhancement of students, 30 hour Modules are conducted with the objective of offering certificate courses along with the regular degree programme.
- **Best Practice 2: Assumption Extension and Social Outreach Programme (AESOP)** is a compulsory 18 hours outreach activity by the undergraduate students aimed at the welfare of the community

- **Institutional Distinctiveness: ‘Student Participation, Orientation and Rejuvenation through Sports (SPORTS):** The Institution recognizes and promotes sports talent and helps them gain self-esteem, teaches leadership, team skills and perseverance and inculcates national pride in them. During the last five years, there has been **32 International, 90 National, 102 All India Inter-University, 337 State and 732 Intercollegiate medals.**The Institution has contributed **93** Athletes and players to represent India. All together there have been 95 International representations and 32 International medals.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	ASSUMPTION COLLEGE
Address	Assumption College Autonomous Changanassery Kottayam District
City	Changanassery
State	Kerala
Pin	686101
Website	<a href="http://www.assumptioncollege.edu.in">www.assumptioncollege.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Anitha Jose	0481-2401036	9446402408	-	ac@assumptioncollege.in
IQAC / CIQA coordinator	Anne Mary Joseph	-	9847293851	-	iqac@assumptioncollege.edu.in

Status of the Institution	
Institution Status	Private and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">Minority Certificate.pdf</a>
If Yes, Specify minority status	
Religious	Religious
Linguistic	
Any Other	

<b>Establishment Details</b>	
Date of Establishment, Prior to the Grant of 'Autonomy'	04-07-1950
Date of grant of 'Autonomy' to the College by UGC	09-03-2016

**University to which the college is affiliated**

State	University name	Document
Kerala	Mahatma Gandhi University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	01-01-1968	<a href="#">View Document</a>
12B of UGC	01-02-2003	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Assumption College Autonomous Changanassery Kottayam District	Semi-urban	15	29924.12

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Plus Two	English	40	37
UG	BA (Journalism),English	36	Plus Two	English	30	26
UG	BA,Economics	36	Plus Two	English	60	57
UG	BA,Oriental Languages	36	Plus Two	Malayalam	25	25
UG	BA,History	36	Plus Two	English	61	61
UG	BA,History	36	Plus Two	English	30	30
UG	BSc,Mathematics	36	Plus Two	English	60	59
UG	BSc,Physics	36	Plus Two	English	40	31
UG	BSc,Chemistry	36	Plus Two	English	40	39
UG	BSc,Botany	36	Plus Two	English	48	45
UG	BSc,Zoology	36	Plus Two	English	40	28
UG	BSc,Zoology	36	Plus Two	English	16	12
UG	BSc,Home Science	36	Plus Two	English	36	27
UG	BCA,Computer Science	36	Plus Two	English	30	29
UG	BSc,Computer Science	36	Plus Two	English	24	23
UG	BCom,Commerce	36	Plus Two	English	60	56
UG	BCom,Commerce	36	Plus Two	English	48	48
UG	BSc,Fashion Technology	36	Plus Two	English	30	30
UG	BBA,Business	36	Plus Two	English	40	38

	ss Studies					
PG	MA,English	24	Degree	English	30	22
PG	MA,History	24	Degree	English	15	14
PG	MSc,Physics	24	Degree	English	12	12
PG	MSc,Home Science	24	Degree	English	20	20
PG	MSc,Computer Science	24	Degree	English	12	12
PG	MCom,Commerce	24	Degree	English	20	20
PG	MCom,Commerce	24	Degree	English	15	13
PG	MSc,Fashion Technology	24	Degree	English	15	9
PG	MSW,Social Work	24	Degree	English	30	30
Doctoral (Ph.D)	PhD or DPhil,History	60	Post Graduation	English	19	5
Doctoral (Ph.D)	PhD or DPhil,Physics	60	Post Graduation	English	8	2

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				21				52			
Recruited	0	0	0	0	0	21	0	21	3	49	0	52
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				6				43			
Recruited	0	0	0	0	2	4	0	6	0	43	0	43
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				33
Recruited	7	19	0	26
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				24
Recruited	5	19	0	24
Yet to Recruit				0



Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	16	0	2	21	0	41
M.Phil.	0	0	0	0	7	0	0	7	0	14
PG	0	0	0	0	2	0	0	54	0	56

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	4	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	6	0	7

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1969	79	0	1	2049
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	272	3	0	1	276
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	23	38	25	36
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	5	3	8	5
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	103	111	105	124
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	391	377	387	351
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	331	295	319	306
	Others	0	0	0	0
Total		853	824	844	822

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Botany	<a href="#">View Document</a>
Business Studies	<a href="#">View Document</a>
Chemistry	<a href="#">View Document</a>
Commerce	<a href="#">View Document</a>
Computer Science	<a href="#">View Document</a>
Economics	<a href="#">View Document</a>
English	<a href="#">View Document</a>
Fashion Technology	<a href="#">View Document</a>
History	<a href="#">View Document</a>
Home Science	<a href="#">View Document</a>
Mathematics	<a href="#">View Document</a>
Oriental Languages	<a href="#">View Document</a>
Physics	<a href="#">View Document</a>
Social Work	<a href="#">View Document</a>
Zoology	<a href="#">View Document</a>

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The College is keen to develop interdisciplinary and multidisciplinary courses combining contents, theories, methodologies and perspectives relevant to the contemporary world. The flexibility to choose subjects from science and humanities with the ability to also learn fine arts and sports. This will give students wider range of subjects to choose without any restrictions. This kind of approach will foster intellectual curiosity, a critical thought process, leadership and teamwork skills, a sense of commitment and heightened sensitivity to one's socio-cultural environment. It allows the students to learn and explore subjects of various disciplines without being limited to a particular curriculum. The College is planning to introduce four year multidisciplinary programme in the coming academic years as well as vocational certificate and diploma courses. The Choice Based Credit System (CBCS)</p>
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	will be revised for integrating innovation and flexibility.
2. Academic bank of credits (ABC):	ABC allows the students multiple entry and exit options. It enables students' mobility across Higher Education institutions. The College is prepared to follow the principle of distributed and flexible teaching-learning that allows a student to learn according to her convenience, drop education midway and pick it up again as per their choice and convenience. The college is prepared to implement the Academic Bank of Credit as per the guidelines of UGC and Mahatma Gandhi University, Kottayam.
3. Skill development:	Activities for skill development will be organized by clubs and events dedicated to Science, Mathematics, Arts, Language, Literature, Debate, Music, Sports, and such activities may be incorporated into the curriculum with additional credits. Sports-integrated learning will be undertaken to help students adopt fitness as a lifelong attitude and to achieve the related life skills such as collaboration, self-initiative, self-direction, self-discipline, teamwork, responsibility, citizenship, along with the levels of fitness as envisaged in the Fit India Movement. Provide professional academic and career counselling to all students to ensure physical, psychological and emotional well-being. The college has developed courses under Assumption College Skill Acquisition and Development (ACSAD) certificate courses for students. These certificate courses are to be upgraded to Diploma and Advanced Diploma courses in future.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The College will develop courses incorporating Indian Knowledge Systems. Emphasis will be placed on learning the mother tongue along with other languages. The Department of Oriental Languages already handle courses in Malayalam, Hindi and Sanskrit. The college is planning to introduce courses in Indian Culture and Heritage, Basics of Sanskrit, Hindi for Communication, Yoga for Fitness and Ayurveda for Wellness, Indian Art and Music, Regional Literature Translation and Indian Literature, Folk Culture and Folklore Studies. The institution also plans to develop internationally relevant curricula to attract greater number of international students.
5. Focus on Outcome based education (OBE):	Introduction of Outcome Based curricula. Criterion-based grading system that assesses student

	achievement based on the learning goals for each Programme. The college is in the process of integrating OBE into the curriculum completely with the next syllabus revision.
6. Distance education/online education:	Prepare faculty for digital and online education, help them become high-quality online content creators using online teaching platforms and tools. Develop digital repository of content including creation of coursework, simulations, virtual labs. Promote blended learning with digital tools and resources and MOOC courses.

## Extended Profile

### 1 Program

#### 1.1

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
28	27	27	27	27
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of departments offering academic programmes

Response: 15

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2325	2318	2373	2430	2539
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
820	804	840	859	908
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		



**2.3**

**Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2287	2250	2320	1632	848
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.4**

**Number of revaluation applications year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
171	392	232	179	3

**3 Teachers****3.1**

**Number of courses in all programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
938	917	917	917	917
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.2**

**Number of full time teachers year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
120	121	122	122	122
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.3**

**Number of sanctioned posts year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
122	123	124	124	124
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5154	4394	5134	4701	4748
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.2****Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
227	221	221	221	221
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 83****4.4****Total number of computers in the campus for academic purpose****Response: 349**

## 4.5

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
186.47	488.58	247.37	208.91	322.29

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## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

**1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.**

##### Response:

The curriculum designed and implemented for all the Programmes is, in tandem with the local, national, regional and global developmental needs. The curriculum was revamped based on the feedback from teachers, alumni and in consultation with experts. The guiding principle while drafting the syllabus was the vision and the mission of the college which aims at creating globally competent and socially productive citizens.

##### Relevance to Local and Regional Needs

- 94 courses are designed to address the local/regional needs of the community
- The College being located adjacent to the agricultural region in Kerala, courses such as Agri-based Microenterprises, Agribusiness, Pest and Waste Management for Wellness, Genetics and Biotechnology, Plant Breeding, Horticulture and Plant Pathology are introduced to equip the students to the local/regional needs
- Value added courses such as Tourism Management, Bee Keeping, Mushroom Cultivation, Disaster Management, Basic Tailoring and Surface Ornamentation help in skill acquisition, and develop local/regional entrepreneurial possibilities
- Additionally, enrichment modules in Hand Embroidery, Paper Bag Making, Electronic Equipment Maintenance, is offered along with the curriculum to equip the students to meet local/regional needs
- Assumption Extension and Social Outreach Programme (AESOP), helps to understand local needs and develop social commitment in students
- Integration of Certificate Course in Organic Farming to inculcate healthy agricultural practices
- Field visits, study trips, internships and community projects in the curriculum addresses the local/regional needs

##### Relevance to National Needs

- 197 courses in the various programmes such as MSW, MSc Textiles and Fashion, Dietetics and Food Service Management, Bachelor of Fashion Technology, BA Communicative English, BSc Computer Science, BCom Finance & Taxation, BCA, BSc Home Science are skill-based and job oriented
- Undergraduate Programmes in Museology and Archaeology, History, English and Malayalam integrates Indian culture and heritage
- Curriculum helps students to prepare for various competitive examinations
- Value added courses such as GST Management and Business Analytics, Interior Designing and Computer-based Mathematical Statistics, Computation Techniques, LaTeX, Soft Skill

Development, English for Careers address global and national needs

- Courses on Environment, Sustainability and Human Rights are offered for all UG programme

### Relevance to Global Needs

- Technological advances in Computer Programming, Data Mining, Cloud Computing, Microbiology and Immunology are integrated in the curriculum
- Various courses in internationally relevant areas like Social and Political History of England, American Literature, World Art Appreciation, Modern Banking, International Economics, International Business, International Financial Management, Financial Accounting, E-commerce, Cloud Computing, Goods and Service Tax included in the curriculum are globally pertinent
- Incorporation of frontier areas of research such as Nano Science and Technology, Biotechnology and Bioinformatics, Biophysics and Biostatistics stay abreast of global developments and helps to integrate international student exchange programme. 224 courses prescribed in the curriculum address the global development needs
- Certificate/Diploma courses in Journalism and Mass Communication, Soft Skill Development, IT Enabled Communication Skills, Fundamental Computer Skills and Web Designing help students to become globally competent

All the developmental needs are reflected in the well-defined POs, PSOs and COs of respective Programmes. The teaching and learning methodologies adopted ensure that the students develop the learning attributes defined in the PSOs and COs through learner-centric activities in the curriculum.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 92.86

#### 1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 28

#### 1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 26

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

**Response:** 73.39

#### 1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2020-21	2019-20	2018-19	2017-18	2016-17
713	693	668	659	648

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

**Response:** 45.62

1.2.1.1 How many new courses are introduced within the last five years

Response: 594

1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.

Response: 1302

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).**

Response: 100

1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 28

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

**1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum**

Response:

The College provides a conducive atmosphere for the integrated development in intellectual, emotional and social attributes of the students. The curriculum of the various programmes offered by the college is related to gender, environment, sustainability, human values and professional ethics.

**Integration of Professional Ethics**

- **91 courses** offered to integrate professional ethics into the curricula. Ethics related to scientific research-patenting, copyright, plagiarism, laboratory etiquette, ethical practices in domestic and international fashion markets, ethics related to business contracts, ethics in social work practices, medical practices, marketing and accounting are addressed in various courses
- Every year seminars on IPR are organised at the college level

### **Promotion of Gender Sensitisation and Social Justice**

The College was established with the aim of imparting quality education to women of all sections of society

- 99% of teaching faculty and 100% students are women
- 33 courses related to gender equity and women empowerment are integrated into the various programmes
- Courses such as Human Health and Sex education, Gender Studies, Women's Literature, Social Policy and Social Legislation and Social Work Practice focus particularly on gender issues
- Gender-related activities and seminars are conducted by various clubs
- Students have been trained to represent India in the Olympics and Asian Games and outstanding sportswomen have gained employment in government organisations and agencies

### **Integration of Human Values**

- Every week one hour is devoted to a compulsory course in Value Education
- Charity activities are promoted with funds raised by students through fests and sales
- Visits to orphanages, homes for the aged and destitute is a common practice of all Departments
- Syllabi of various Programmes focus on human values and inculcate social responsibility in the students

### **Environmental Consciousness and Sustainability**

- 49 Courses across all Programmes focus on Environment and Sustainability
- Compulsory three-credit course on Environment and Sustainability and Human Rights is offered. Seminars, Workshops, Study Tours and Outreach/Extension activities are conducted
- Activities of the various clubs -Bhoomitrasena Club, Nature Club, ENCON Club, Energy Club, Peace Club, Departmental Associations, NSS and NCC are centred around these aspects
- Talks on health and hygiene, cleanliness drive, regular green audit, tree-plantation, energy conservation, organic farming and waste management help to create awareness and inculcate environmental consciousness and sustainability
- Days of importance - Wet Land Day, World Ozone Day, World Environment Day, National Energy Conservation Day, Wildlife Week, National Science Day, World Mental Health Day, Gandhi Jayanti- are celebrated hosting a number of activities and competitions
- Certificate Course in Mushroom Cultivation, Bee Keeping, Disaster Management are offered

The curriculum is supplemented with activities of the Women's Cell, Human Rights Cell, Peace Club, Entrepreneurship Development Club, Energy Club and Nature club which provide a platform to practice values related to Environment and Sustainability, Social Interaction, Gender Equity and Professional Ethics. NSS and NCC activities help the students to participate in the nation-building exercise and this, in turn, inculcates in them the values of citizenship, communal harmony, dignity of labour and social



commitment. Seminars, conferences and workshops are organised periodically towards integrating the cross-cutting issues. Code of ethics relating to anti-ragging, malpractices in examinations, integrity and professionalism of teachers and plagiarism in research are made mandatory and binding to all sections concerned.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

**Response:** 83

#### 1.3.2.1 How many new value-added courses are added within the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	25	27	14	13

File Description	Document
List of value added courses (Data Template)	<a href="#">View Document</a>
Brochure or any other document relating to value added courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response:** 80.75

#### 1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
87	2318	2373	2430	2539

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

**Response:** 68.65

#### 1.3.4.1 Number of students undertaking field projects / internships / student projects

**Response:** 1596

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

**Response:** A. All 4 of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.4.2 The feedback system of the Institution comprises of the following :****Response:** A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

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## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 94.25

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
853	824	844	822	870

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
910	890	890	890	890

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 60.87

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
130	136	129	149	132

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

The institution assesses the learning levels of the students at different stages. During the commencement of the UG Programmes, Induction Programme and Bridge Courses, are given. The initial steps to assess learning levels are adopted during this period, by giving aptitude tests, group exercises and quizzes. In addition to this, entry-level mark is also considered for categorising the students as **advanced, average and slow learners**. Based on this, specific teaching-learning methodologies are adopted and implemented for each group. Learning levels are also assessed based on their performance in class tests and by continuous monitoring by mentors/teacher in charge.

After assessing the learning levels of students, special programmes for advanced learners and slow learners are devised. Activities for the benefit of advanced learners and slow learners include:

#### Programmes for Advanced Learners

- Participation in inter and intra collegiate competitions
- Enrichment through short term Add-on courses, organizing seminars, workshops, lectures
- Walk with a Scholar programme (WWS) - Forging linkages with experts and mentoring of advanced learners to excel in their respective fields
- Participation in student exchange programme
- Additional Skill Acquisition Programme (ASAP) of the State Government
- The Core Group of Advanced Learners (CORALS) - identified from among advanced learners through a multi-level screening process and the selected students are given the opportunity to form the student IQAC
- Toppers are felicitated on annual day with awards and scholarships/endowments
- Internships/ project work at reputed institutes
- Student projects and paper presentations encouraged
- Motivation to attend MOOC and online training sessions
- Encourage to join the Civil Service Coaching Institute in the Assumption Community College
- Best Library User award for students
- Peer-led Communication Skills Programme- The advanced learners who are trained by the faculty of the English Department, train their peers in speaking skills in English.
- Encouraged to take the lead in different club activities and participate in seminars, workshops and competitions within and outside the College
- Students are encouraged to organize and coordinate various programmes of associations and clubs

- Opportunities to access E-resources
- JAM-IIT coaching
- Challenging assignments and special opportunities
- Best Dissertation Award
- Placement opportunities

### Programmes for Slow learners

- Remedial coaching
- Special coaching for developing communication skills
- Additional academic support, especially in case of students with disability or special needs, is provided by peer groups
- Scholar Support Programme (SSP)
- Class PTA meeting
- Mentoring
- Academic interventions providing reading materials, preparation of assignments, additional class tests
- Book bank facility
- Special assignments -worksheets, sample questions, previous years question discussion
- Access to E-resources
- Motivated to write articles for the college/departmental magazines
- Need-based financial assistance to purchase study materials
- Counselling and motivational classes
- Tutorial Classes
- Mock tests

**Average learners** benefit from the programmes offered for both advanced and slow learners. In addition, they also take part in career counselling, club activities, NSS, NCC and counselling/mentoring.

EXIT exam for all the graduating students, through which learning outcomes like mathematical, reasoning and language proficiency are assessed.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)

**Response:** 19.38

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

#### Response:

Assumption College enhances the learning experience of students by incorporating student-centric methods like experiential learning, participative learning and problem-solving methodologies both inside and outside the classroom.

#### Experiential Learning

- **Field trips and study tours, industrial visits** help the students to collect samples, explore places of historical importance, visit research institutes and special economic zones to bridge the gap between theory and practice and promote grass-root level understanding of concepts
- **Virtual Labs** are used by the science departments for giving training through simulation before the practical sessions.
- **Role play**
- **Residence Course-** Home Science students have a month-long compulsory home management training as part of their curriculum. Students stay in a cottage within the campus to have a real-time experience of homemaking skills
- **Rural camp-** Department of Social Work uses experiential and participative learning as major tools for self-directed learning by the students
- **Internship and OJT** as part of the curriculum
- **Street plays** on social issues by social work students
- **E-Resources** are compiled by each department for self-learning by the students
- **Add-on and certificate courses** are conducted to enhance additional skills and gain a competitive edge
- **Enrichment Modules** for skill acquisition
- **Craft documentation-**The students of Fashion Technology visit different parts of India to research and document their indigenous arts and crafts. The cultural diversity and ethnicity of the different regions will be showcased in their garment designs for exhibitions and fashion shows
- **Invited talks/ Alumni Lectures** are organised each year by the departments

#### Participative learning

Group discussions, group presentations and group projects help the students to acquire the ability to work in a team and also to improve their communication skills.

- Students are involved in maintaining the herbal garden, orchidarium and vermicomposting
- **Programme specific activities** like Heritage walks, Museum visits, Eco walk are introduced as part of the curriculum
- **Fests and Exhibitions-** Department-wise fests like Zenith Literary fest (English) Phytoedufest (Botany), Oikonomia (Economics), Food Fest (Home Science) Creazione (Fashion Technology) for participatory learning

- **Project work** is included in the curriculum and assigned to all students
- Adaptations, Drama Performances, Script Writing, workshops, survey/seminar presentations
- Final collection 'Fashion meets Culture' – fashion show by the students of Fashion Technology

### Problem solving Methodologies

- Learning the concepts through cases and problems is very effective in understanding the practical significance of the theory taught in classrooms. This enhances the analytical skills of the students. Departments of Economics, Commerce, Business Studies, Mathematics, Physics and Social Work use this method extensively to enrich and enhance the learning experiences
- **Awareness campaign** through poster exhibitions on social and environmental issues and days of national and international importance
- **Academic Extension Programmes** of the various departments for the community are yet another platform for the students to practice the knowledge acquired in classrooms. Students are encouraged to present seminars on topics for self-learning
- **Interdepartmental and intercollegiate competitions** are held regularly

### Other Learner-Centric activities are:

1. Specimen identification
2. Departmental Association competitions
3. Presentations
4. Exhibitions for school students
5. Wall magazines
6. Diet clinic
7. Flash mobs

All these methods encourage continuous participative, collaborative and problem-solving learning processes.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

#### Response:

Information and Communication Technology (ICT) has been an integral part of the teaching and learning process in the College. The use of technology is evident through increased use of e-resources, developing of digital content, providing opportunities for online education and efforts to provide an efficient system of digital communication in the campus. The following measures were taken in this regard:



- All departments have sufficient laptops, desktops, and some classrooms and laboratories are equipped with projectors. The Wi-Fi-enabled network helps teachers to directly stream web pages and videos
- Printers and scanners are available in departments and the library
- Teachers conduct classes through **Powerpoint presentations, YouTube, screen recorder videos**, and encourage students to make similar presentations for their projects and seminars
- **Interactive boards and visualizers** used in classrooms enhance the teaching experience. Teachers provide **e-resources** that supplement syllabus-based content. **INFLIBNET, NPTEL, e-PATHSALA** are the most commonly availed e-resources
- Certificate course on Introduction to Latex, Workshops on Artificial Intelligence and Data Science to familiarize students with the usage of Artificial Intelligence and Data Science and their possibilities in future, Add on course in Computer-Based Mathematics by the Department of Mathematics help to emphasize the use of computer and internet in learning Mathematics. The Physics Department in collaboration with GADTLC of MHRD, Government of India, along with five other colleges in the State conducts an online certificate course in PYTHON Programming
- Free access to computers for students for the preparation of projects and assignments
- Subject-specific software like SPSS, OS-3, Turbo C, C++, TASM, Oracle, Java, IDE, SQL, Notepad- Pro, HTML editor, Tomcat and Apache, LaTeX, R, MATLAB, Vision Fashion Studio, Reach PDS and Marker, Janome embroidery software digitizer JRV5 used for training students
- Virtual tours to museums and historical sites
- Online courses on Coursera, Swayam, NPTEL, edX help to assist classroom teaching. Audio/ video lectures are created and shared
- Platforms such as Zoom, Google Classroom, Google Meet, G-suite, Google Duo, Microsoft Teams, Cisco Webex were extensively used for online teaching during the pandemic
- Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Powerpoint, MS Excel, and other ICT tools
- Online tools such as Google Groups, Google Classroom, Edmodo, Google Meet are used to collect assignments, conduct tests as well as share e-resources, notes and practice questions
- Teachers use social media platforms like WhatsApp and Telegram to connect with students individually and collectively beyond the classroom
- Online digital repositories are created by the teachers and individual departments for knowledge delivery on platforms like YouTube
- The library is well-stocked and new titles are added every year. Library services include a collection of 68472 books and 197 journals and other periodicals. Kindle e-reader with 500 plus books, digital database, CD Videos, as well as periodicals

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )****Response:** 20:1**2.3.3.1 Number of mentors****Response:** 117

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution****Response:****Preparation and Adherence to Academic Calendar**

Before the commencement of each academic year, the Academic Calendar for that year is prepared and presented in the statutory bodies for approval. It is prepared in a participative manner. Departments prepare their Perspective Plans for the academic year and submit them to the IQAC in the month of April. The IQAC compiles the action plan of all departments and incorporates it in the Handbook and Calendar. It is also published in the College website. The Calendar lists relevant information regarding the teaching schedule, various events to be organized, special days, dates of internal examinations and end semester examinations. Similarly, the Controller of Examinations prepares an examination calendar incorporating the schedule of semester beginning, In Semester and End Semester examinations, publication of results and other examination related details.

**Master time table/General timetable**

- The timetable for aided and unaided UG programmes up to IV semester, is prepared to incorporate the common and complementary courses. Five hours per day is devoted to curriculum delivery. In addition to this, an hour is allotted every day for value education / mentoring/ tutorial session/ club activities
- The college complies with the required number of working days in each semester as outlined in the calendar
- Each Department prepares the timetable for the final year UG and PG programmes, allotting sufficient time for each core course as per the syllabi and curriculum

**Preparation and Adherence to Teaching Plan**

- The Head of the Department allots the courses to each faculty based on their area of expertise
- Teaching plan for each course is prepared by the teacher concerned as per the curriculum, at the beginning of each semester and noted in the work diary. The teaching hours are distributed for classroom teaching, practical lab, seminars, test papers/quizzes and internships
- The teaching plan prepared in advance ensures the timely completion of the curriculum. The daily activity of the teachers is entered in the work diary. The work done each day will be monitored by the Head of the Department
- The Head of the Department/Coordinator checks the progress of each course and ensures timely and effective completion of the course within the specified time frame. At the end of each semester, the work diary is scrutinized and signed by the Principal. This is a very efficient, objective and transparent mechanism to ensure adherence to the teaching plan by the teachers
- The Controller of Examinations conducts End semester examination and evaluation as per the examination calendar

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response:</b> 98.38	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

<b>2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b>	
<b>Response:</b> 29.19	
<b>2.4.2.1 Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit. year wise during the last five years</b>	

2020-21	2019-20	2018-19	2017-18	2016-17
44	38	34	32	29

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 10.68

#### 2.4.3.1 Total experience of full-time teachers

**Response:** 1281

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

**Response:** 62.92

#### 2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
39.6	57	62	86	70

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

**Response:** 9.24

#### 2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
171	392	232	179	3

File Description	Document
Number of complaints and total number of students appeared year wise	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

**Response:**

The College has an examination policy streamlined to the pattern followed by the University.

#### Continuous Internal Assessment (CIA)

- Choice Based Credit System(CBCS) is followed for all the programmes with Semester end Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). There is continuous internal assessment for every course. In CBCS system the In-Semester and the End Semester assessments are taken in the ratio 1:4. The marks secured in the internal assessment are added to the end semester examination score for computing the final award of the marks/grade for each course
- Components of internal assessment for theory and practicals include attendance, assignments, test(s), seminars, record work, lab involvement
- 75% attendance is compulsory for registering for the end semester examination. Condonation of

attendance shortage is sanctioned for students lacking eligible percentage of attendance on medical grounds

- Marks are allotted for attendance components in a graded manner. Implementation of these measures created a positive impact on students' attendance and the results
- Grace marks as per University rule is sanctioned for those who excel in sports and participate in NSS & NCC activities

### **Examination Management System**

- The Examination Manual, prepared by the College and approved by its Statutory bodies as well as the affiliating University, outlines the standard operating procedures for the conduct of Examinations
- Examination calendar, prepared by the Controller of Examinations ensures the timely conduct of examinations
- Examination notifications are issued one month before the commencement of examinations
- Examination registration of students and generation of the nominal roll is carried out
- Hall tickets are generated and issued one week before the exams
- Observers/squad are appointed by the Chief Superintendent of examinations to prevent unfair practices
- A panel of External examiners for each course, prepared by the various Boards of Studies, is approved by the Academic Council after duly considering their eligibility
- Attendance marking ensures a record of absentees
- The answer books are distributed for valuation after false numbering to prevent disclosure of the identity
- Theory examination of all the PG courses are subject to double valuation
- The third valuation is carried out in case a difference of 15% or more of the maximum marks is noted between the two valuations
- Answer scripts of End semester examinations of all UG courses are subject to Chief valuation by an external examiner who revalues 18% of the answer scripts and scrutinizes all of them
- Mark entry of end Semester Examination is done confidentially in the Office of the Controller
- Result Processing -- SGPA and CGPA calculation and generation -- is carried out using software, as is Tabulation Register and Result Analysis
- Results are made available in the student portal after the conduct of the pass board meetings of all programmes
- The option for Challenge Valuation is available for PG students and Revaluation/ Scrutiny for UG students
- At the end of a Programme, Grade Cards are generated and issued to students who have passed in all semesters
- The College has designed Semester Grade Card and Consolidated Grade Card with security features approved by the affiliating university
- From 2017 admission onwards, a New Consolidated Grade Card for UG programmes was designed, displaying all semester-wise results
- If a candidate fails in any course, she gets a chance to appear for Improvement/ Supplementary/ Reappearance and pass the same within 6 years for UG and 4 years for PG programmes
- The Controller's Office issues mark transcript/ programme transcript on request from students

### **IT Integrated Examination Processes**

Examination Management System at Assumption College is completely automated and ICT enabled. IT integration has been enabled in the entire examination process and helps in the efficient functioning of the system while making the whole process more transparent. The Examination Management Software (EMS) used are Knowledge Pro (2016-21) QnSmart.5 (2018- present), Linways (2021- present). The following are the IT integrated areas

- Attendance entry by the faculty
- Online examination enrolment and examination/ result notification
- All Examination related Fee remittance
- Time table publication on the website
- Online internal mark entry
- Course/Programme wise consolidation of internal assessment
- Hall ticket generation and downloading
- Question paper generation
- External mark entry
- Revaluation/Scrutiny/Challenge Valuation Registration
- Grace mark allocation
- Result publication
- Result Analysis
- Tabulation Register generation
- Generation of Semester Grade card and Consolidated Grade card
- Improvement / Supplementary Examination Registration

**The significant reforms effected in the Examination Management System (EMS) followed are:**

Reforms	Impact
Online submission of examination registration forms, student details, and hall tickets generation.	Prevents errors and E-governance successfully implemented
Question Paper Setters are appointed from Panel of experts	Prevents revealing the identity of the question paper setter.
External examiners are appointed from the panel of examiners approved by BoS & Academic Council	Transparency and eligibility norms are considered
2-3 sets of question papers are collected for each course	Confidentiality of questions are maintained
Setting the question papers from all the units based on the blueprint	Uniform coverage of syllabus ensuring learning outcome
Introduction of Question bank in 2018	Guarantees inclusiveness of content prescribed in the syllabus
Answer booklets are labelled using different coloured seals at different position, each day and the usage of different series of additional sheets	Prevents malpractice/ misuse of answer book
The answers scripts are shuffled false numbered/ bar coded before evaluation	Unbiased valuation, prevents disclosure of identity of student, maintains confidentiality
Appointment of squad, CCTV Surveillance System	Continuous monitoring, avoids malpractice



Pre valuation process- valuation camp, allotment of internal/chief examiners from the approved panel	Timely publication of results
Opportunity for failed candidates to attempt the exam upto 6/4 years for UG/PG	Ensures passing out of admitted students
Double Valuation is followed for PG programmes and average mark is taken	Exactitude in valuation
Provision for Third Evaluation	Helps to rule out disparity in the evaluation if any
Option for revaluation, scrutiny of answer books and Challenge Valuation for PG	Helps to rule out manual errors
Availability of result in the student login	Quick access for students
The IA marks of the student are uploaded in database with EMS software-	Ensures transparency
Inclusion of security features in grade card designed by the college	Prevent printing of false mark card
Special Exam for students who could not write exam due to participation in national events/exchange programme and re-examination for Covid victims.	Time-bound completion of exams within the Programme time frame

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

**Response:**

### **Programme and Course Outcomes**

The IQAC organized a two-day hands-on workshop on OBE to communicate the significance of an outcome-based approach. Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) were identified and specified.

- IQAC Coordinator conducted an orientation session for the faculty about POs, PSOs and COs
- A brainstorming session was then organised where the faculty collaboratively formulated the Programme Outcomes for UG and PG Programmes in tune with the vision and mission of the college
- This was consolidated and finalized by presenting in the meeting of the IQAC with the Heads of Departments
- Individual departments after two one to one workshops with experts collectively prepared the



PSOs. The COs were prepared by the concerned faculty of each course which was later mapped

### **Communication of Learning Outcomes Teachers/ Students**

The College has ensured that the programme outcomes, programme specific outcomes and course outcomes for all programmes offered by the Institution are stated and displayed on the website and communicated to teachers and students. Programme outcomes of three-year undergraduate and two-year post-graduate Programmes are communicated to the students by Heads of the Departments and the teachers-in-charge during the Bridge Course immediately after the commencement of classes. The course outcomes of the various courses are communicated to the students before the commencement of each course by the concerned faculty in charge.

#### **POs- UG Programme**

PO1- Domain Knowledge and Critical Thinking

PO2- Effective Communication

PO3- Problem Solving

PO4- Environmental Consciousness

PO5- Global Perspective and Competencies

PO6- Gender Sensitivity and Women Empowerment

PO7- Ethics and Human values

PO8- Holistic Development and Lifelong learning

PO9- Effective Citizenship and Nation-building

#### **POs - PG Programmes**

PO1- Domain Knowledge & Critical Thinking

PO2- Effective Communication

PO3- Environmental Consciousness

PO4 -Global Competency and Employability

PO5- Gender Sensitivity and Women Empowerment

PO6- Ethics and human values

PO7 -Holistic development & Lifelong learning

PO8- Effective Citizenship & Nation-building

PO9- Research Aptitude

PO10- Proficiency in Information and Communication Technology

File Description	Document
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

Attainment of Programme Outcomes, Programme Specific Outcomes and the Course Outcomes are evaluated through different methods. They include test papers, quizzes, case analysis, practicals, research projects, problem-based assignments, paper presentations, seminars, theme-based subject-related exhibitions and shows. Case analysis is effective in understanding the level of attainment of critical thinking. Presentation is an effective method to assess the communication as well as analytical and comprehension skills of the students. Problem-based assignments also help to evaluate creative, critical and analytical skills.

Every course has its own course outcomes to be achieved by the students at the end of the course. They are linked to program-specific outcomes. The students' learning outcomes are measured systematically and sequentially throughout the degree programme through internal and external assessment in the ratio 1:4. The various assessment components are:

**Internal Assessment:** This is a formative assessment, used to evaluate the academic performance of the student periodically. The internal assessment components include test papers, assignments, seminars and viva during the course delivery. They help the instructors to monitor the extent of the attainment of course outcomes. The main purpose is to identify the shortcomings so that proper learning interventions can take place that allows the students to master the required skills and knowledge. Continuous internal assessment yields critical information for monitoring a student's acquisition of knowledge and skills, evaluating analytical thinking, decision-making, and problem-solving abilities.

**Seminars:** Students are required to present a seminar on course-related topics. The objective of the seminar presentation is to assess the students' knowledge proficiency, preparation, presentation and communication skills. It also helps to improve interaction with peers.

**Assignment:** Assignments are designed to assess students' understanding of the allotted topic,

comprehension of the content, ability to gather information, innovative ideas, analytical and critical thinking, interpretation skills and writing skills with respect to the learning outcomes.

**Viva-voce:** The teacher interacts with the student to assess the extent of knowledge and ability for critical thinking.

**Attendance and Lab Involvement:** Marks are awarded for this component in a graded manner.

**Project work:** Students take up individual/group projects under the guidance of a faculty member. It is meant to develop the ability of the students for designing and conduct experiments, analyze and interpret data and deliver the outcome within a time frame. Assessment of projects is done at both internal and external levels.

**External Assessment** - Comprehensive evaluation of learning outcomes is carried out at the end of the semester through end semester examinations, both in theory and practical covering the entire syllabus. Results of end semester examinations help determine the academic performance of the students at the end of the course, as well as the extent of outcomes that have been attained. The outcome of each course is linked to programme specific and programme outcomes.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Pass Percentage of students(Data for the latest completed academic year)

**Response:** 82.69

#### 2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

**Response:** 659

#### 2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

**Response:** 797

File Description		Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)		<a href="#">View Document</a>
Any additional information		<a href="#">View Document</a>
Link for the annual report	<a href="#">View Document</a>	
Link for additional information	<a href="#">View Document</a>	

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process		
Response: 3.77		
File Description		Document
Upload database of all currently enrolled students		<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

**3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented**

**Response:**

#### Research Policy

The College has developed a research policy to strengthen research and innovation activities. In order to implement and monitor the research activities of the College, a Research Promotion Council was constituted. The Research Promotion and Assessment Council has framed policies for improving the research infrastructure and promotion of research to motivate the faculty and students. The committee facilitates, channelizes, records and regulates academic research, collaborative research projects and consultancy works. The committee assists the aspirants to transform new ideas into innovations and nurture their passion towards research. The following are the research initiatives.

- 45 Faculty with PhD
- 22 Faculty pursuing PhD
- Two Research Centres – History and Physics Department are recognized as a Research Centre under Mahatma Gandhi University
- 11 Research guides and 35 Research scholars carry out research in diverse areas in History and Physics
- Research awards for staff and students-Awards for the best PG projects, and best research paper in History
- Interdisciplinary Research Journal-JET(ISSN 2394-3874) published annually

#### Research Facilities

- Research amenities include DST FIST sponsored well-equipped Instrumentation Centre
- Library and internet facilities, e- resources, access to various databases such as INFLIBNET
- 97 Seminars /Workshops on Research Methodology, IPR, Entrepreneurship and skill development.
- Workshop on Research Report writing organized to enhance research culture among faculty and students.
- Collaboration with other institutions, participation in summer research programmes and internships in various reputed institutions such as Saha Institute of Nuclear Physics, School of Life Sciences Bharathidasan University, IISc Bangalore, IISER Thiruvananthapuram, Institute of Physics, Bhubaneswar, Indian Institute of Technology, Patna
- Mechanism to check plagiarism: The research centres follow a strict code of ethics and the rules of M G University in research. Genuine software of M G University Library is availed before submission of PhD thesis to detect and avoid plagiarism. Basic level plagiarism detection is done using the Grammarly app in the institution
- Seed money is provided for faculty to carry out research
- Modification of PG syllabus was done incorporating topics with scope for research
- MoU with Sophia University Japan, Archaeological Survey of India, Kerala Council for Historical Research

- Archaeology Museum attached to Department of History and museum for Botany and Zoology Departments
- 42 major/ minor projects funded by various agencies undertaken during the assessment period
- 10 teachers were awarded fellowships to attend the research and knowledge transfer programmes organized by various agencies- IAS Shimla, Indian Academy of Science, IFE Institute of Advanced Studies, University of Coimbra Portugal, Gulbenkian Foundation, Lisbon, Portugal
- Library has access to 96 printed journals, 13 online journals, N-LIST, Kindle e-reader with 500 plus books. The library hosts a public portal- assumptionportal.com – that includes the links of all open access journals, books and e-resources such as Shodhganga, e- Paathshaala

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

**Response:** 1.01

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2020-21	2019-20	2018-19	2017-18	2016-17
2.4	0.85	0.743	0.55	0.5

File Description	Document
Minutes of the relevant bodies of the Institution	<a href="#">View Document</a>
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years****Response:** 1.15**3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	0	4

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>
e-copies of the award letters of the teachers	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2 Resource Mobilization for Research****3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)****Response:** 57.44**3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
13.952	0.2	0.79	0.4	42.1

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by government and non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.2 Percentage of teachers having research projects during the last five years****Response:** 4.45**3.2.2.1 Number of teachers having research projects during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	8	4	9

File Description	Document
Names of teachers having research projects	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**3.2.3 Percentage of teachers recognised as research guides****Response:** 6.67**3.2.3.1 Number of teachers recognized as research guides****Response:** 8

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years****Response:** 14.67**3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	3	1	2



**3.2.4.2 Number of departments offering academic programmes**

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

**3.3 Innovation Ecosystem**

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

**Response:**

The College aims at inculcating innovation, research, knowledge sharing and entrepreneurship skills among the students by developing a conducive eco-system. The entrepreneurial ventures of students are encouraged, motivating them to come up with innovative ideas and activities related to entrepreneurship. The College has initiated various activities and programmes as listed below: -

**Innovation Ecosystem**

- College has registered in Institution Innovation Council
- Joined NISP Campaign Phase III under the Ministry of Education
- The College is registered under (IEDC) Initiative of Kerala Startup Mission to promote innovation and entrepreneurship among the student and academic fraternity
- Registered in Young Innovators Programme- Cycle 2 of the Kerala Development and Innovation Strategy Council(K-DISC)
- Peer-led student lecture series, National Science Day observation, demonstrations using computational techniques, collaboration with Kerala State Electricity Board (KSEB), Indian Association of Physics Teachers (IAPT) for National Graduate Physics Examination, Pep talk
- Department led Competitions and events such as Nutritia Quiz, Invited talks, Foodfest by departments and clubs, Fashion Meets Culture, 'Earn while you Learn' Edu fest, Management fest and Literary fest to enhance students' practical experience in various fields

**Entrepreneurship Development**

- Enrichment modules are designed for the promotion of vocational and entrepreneurship skills among students. These include Paper Waste Management and Paper Conversion, Beautician Course, Food Preservation Techniques, Grooming of Leaders, Skill Development Programme in Handicraft, Hand Embroidery, Diploma in Basic Tailoring and Surface Ornamentation
- Development of professional and entrepreneurial skills through value-added courses such as mushroom cultivation, hand embroidery, jewellery making, artificial flower making, beauty care, fabric painting, handicrafts, counselling, MS Office and PC Hardware, conservation and documentation, webpage designing, computer fundamentals
- Workshop for aspiring entrepreneurs was conducted in collaboration with KITCO (Kerala State Industrial and Technical Consultancy Organisation)
- Entrepreneurship Development Club (ED Club) -organise Interactive sessions with successful entrepreneurs
- Industrial visits are organised for students to understand production processes and the innovative techniques used to achieve technical efficiency

### **Incubation**

- **Assumption Business Incubation Centre (ABIC)** started functioning in 2018. ABIC gives handholding to business ventures of students. The incubation centre has initiated business units – Team Rapid, Team Hybrids, WAVES, SEASONS, Live Tourism, Orumuri Thattukada, PENCIL, Fabric Hut, Paper Bag Unit, Handicraft Unit and Jewellery Sale.

### **Community Orientation**

- Archbishop Powathil Assumption Community College (APACC), an extension wing of the College, formed with the mission of women empowerment, offers courses in entrepreneurship and skill development. Front Office Administration, Computer courses, Diploma and Certificate courses in Tailoring, Fashion Designing and Embroidery
- Collaborative activities of various Departments for knowledge sharing through Assumption Extension and Social Outreach Programme (AESOP)
- Mathematics Advancement Programme (MAPS) for school students as Extension programme
- ‘Thanimma’ folklore club for disseminating the rich folk culture of the State
- Museology and Archaeology Knowledge Extension Programme(MAKE)

### **Transfer of Knowledge by Dedicated Centre of Research**

- History and Physics Departments are recognized research centers
- Active research pursued under these centers are Atmospheric Science and Material Science, Culture and Heritage of India
- Collaborative activities for knowledge sharing undertaken with - IIT Bombay; Indian Institute of Remote Sensing (IIRS) under Indian Space Research Organization (ISRO); IIT Kanpur, Society for Space Education Research and Development; Stanford Centre for Professional Development, Inter-University Centre for Astronomy and Astrophysics; UNIBIOSYS Foundation for education & research, Kalamassery, Cochin.; Archaeological Survey of India

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

**Response:** 92

#### 3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
39	17	21	8	7

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Research Publications and Awards

**3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee**

**Response:** A. All of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years

**Response:** 2.38

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 19

**3.4.2.2 Number of teachers recognized as guides during the last five years**

Response: 8

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
URL to the research page on HEI web site	<a href="#">View Document</a>

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

Response: 1.33

**3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
44	16	54	26	21

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years**

Response: 0.71

**3.4.4.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
13	17	18	23	15

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

**Response:** 3.17

File Description	Document
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

**Response:** 4.5

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5 Consultancy

#### 3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

**Response:** 12.09

##### 3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).

2020-21	2019-20	2018-19	2017-18	2016-17
10.171	0.28625	0.5474	0.46527	0.6162

File Description	Document
List of consultants and revenue generated by them	<a href="#">View Document</a>
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

**Response:** 9.14

#### 3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1.13492	1.726	2.4267	1.75	2.09859

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View Document</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View Document</a>
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.6 Extension Activities

### 3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

**Response:**

The institution extends support to students and neighbouring communities through various activities such as knowledge support, awareness programmes, community service, extension and social outreach programmes by way of the activities of NSS / NCC/Clubs/ Departments/ and through the college

extension programme.

### Extension Activities:

- **Assumption Extension and Social Outreach Programme (AESOP)** is an 18-hour extension/outreach programme carried out in the neighbourhood communities, helps students to get an insight into the social issues and develop a sense of concern for their fellow beings. Its activities include:
- Imparting awareness on energy conservation, gender issues, health and hygiene, road safety, cyber laws and issues, lifestyle disease, civic responsibility, waste management
- Extension activities carried out by **NSS / NCC/Clubs/ Departments**:
  - Flood relief activities -food supply, cloth collection and distribution, cleaning initiatives by students and teachers
  - Legal literacy survey in Kottayam District
  - Cleaning (Swatch Bharat), Suchitwa mission, Clean Campus Green Campus as part of Suchitwa Kerala Mission
  - Blood donation camp, medical camp
  - Workshop on Organic Fish Farming, in collaboration with Gandhi Smaraka Grama Seva Kendram (GSGSK), Alappuzha
  - Mosquito Eradication and sale of Guppy
  - Workshop on Mushroom Cultivation for self-employment
  - Navangana -2019' – Women Innovators and Entrepreneurs Meet
  - Water quality testing for the flood-affected areas in Venmony, Chengannur areas of Pathanamthitta District
  - Training Programme for women in self-defence
  - Planting of tree saplings, green protocol for Municipal Office, Changanacherry
  - Swachh Bharat Summer Internship- survey, rallies, dance performance, waste collection and segregation, imparting awareness on social issues
  - Drive against plastic pollution for eradicating pollution in the locality
  - Organic Farming
  - Preparation of liquid soaps and floor cleaners
  - Paper bag making, making of the handcrafted recycled shopping bag
  - Talks and classes on Basic Mathematics, Family Budget, Financial literacy, Cybercrime Photoshop, Vedic Mathematics, Need for vaccinations
  - Socio-Economic Surveys, Cancer survey, Energy conservation survey
  - Development and maintenance of the vegetable garden
  - Covid - 19 Vaccine Drive: 'Tika Mahotsav' by NSS volunteers at Idukki, Kottayam, Thrissur, Alappuzha, Pathanamthitta and Ernakulam district centres
  - Orientation and awareness programmes on road safety (Sadak Sureksha), World Social Justice, Covid - 19, Anti-drug awareness, Disaster management
  - Free medical camp, pulse polio immunization drive
  - "Physics in Action"- workshop for higher secondary students for knowledge transfer
  - Museum opened for students of nearby schools for knowledge transfer on past society, culture and heritage
  - Summer Sports Coaching Camp for school students
  - Mission Day for fundraising for financial assistance to students /support staff
  - Anganwadi at Mattom Colony: The Institution has lent out and maintained Anganwadi under the ICDS scheme for children in the age group 3-6 years for the past 40 years

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

Response: 0

#### 3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 559

#### 3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
196	128	105	89	41



File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

**Response:** 78.19

#### 3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
1936	2070	2164	1848	1299

File Description	Document
Reports of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.7 Collaboration

### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

**Response:** 175.8

#### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2020-21	2019-20	2018-19	2017-18	2016-17
347	133	128	128	143

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response:** 38

**3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	4	9	3	3

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

**Campus:**

Spread over 15 acres, the College has seven building blocks (and one under construction) which houses 16 Departments and 7 Hostels with associated facilities for the effective conduct of the curricular, co-curricular and extra-curricular activities.

#### **Infrastructure and physical facilities for Teaching Learning**

The infrastructure and physical facilities of the College ensure the smooth functioning of all the courses offered across the 19 UG and 9 PG programmes as well as the 2 PhD programmes. Well maintained infrastructure, conducive to teaching, learning and the comprehensive development of students is always a priority.

- The College has a total built-up area of 29924 m<sup>2</sup>.
- There are 79 classrooms, of which 23 have an LCD facility
- Computing tools include 375 computers of which 63 are laptops. 349 are open for student use and 26 are for administrative purposes
- 4 multipurpose halls, for conducting conferences, seminars, group activity, training and workshop for students and faculty
- 43 laboratories/museums in the College bear testimony to the importance of experiential learning. They include General Physics lab, Electrical Measurement lab, 7 Computer labs, Optoelectronics lab, Electronics lab, Project lab, Instrumentation room for research purpose, Botany Inoculation Room, Bio-Informatics Lab, Fashion room, 3 Garment Construction labs, Textile Testing lab, Patternmaking and Draping lab, Dyeing and Printing lab, Zoology lab, Microbiology labs, Bio-Chemistry lab, Food Science lab, Textile lab and Residence Course Cottage, Diet Clinic, 3 Chemistry Labs, Language lab and Museums for History, Zoology, and Botany
- Archbishop Powathil Assumption Community College (APACC) is an extension wing of Assumption College providing formal education to the women of the local community.

#### **Computing Facilities**

- The entire campus is LAN connected. All departments are provided with computers with Internet facilities. College avails of 200 Mbps Fibre Leased Line Connection, and 100 Mbps Internet Leased Line (1:1)BSNL Connection and BBVPN NME ICT connection with 10MB
- One Server room - Intel(R) Xeon (R) CPU ES-2620 V3 @ 2.40GHz x 12 Installed RAM - 15.5GB, 1.2TB HDD
- The firewall (Sophos XG 210) security device for wired and wireless internet facilities supports up to 150 – 200 users at a time
- HD Outdoor Led Video Wall (Digital Board)

- 25 Wi-Fi access points
- Custom made software: ERP software Knowledge Pro/ Linways, Qn Smart 5.1 for examination management
- Software used is LaTeX Photoshop, Reach PDS and Reach Studio, Tally ERP, MS Office software, 10-Vision Fashion Studio, SPSS, R, MATLAB, Notepad- Pro, Visual Studio PHP, Tomcat and Apache software, HTML editor.
- Various operating systems: Windows 10, Windows7, Windows XP, Linux
- Programming Languages are Turbo TASM, C, C++, Java IDE, Oracle, SQL
- Library is **fully automated**, having a total area of 10748.47 sq ft and has a seating capacity of 200. The library has a collection of 68472 books and 197 journals, other periodicals and a Kindle e-reader with 500 plus books

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)

##### Response:

The college has adequate facilities for cultural activities, sports and games-indoor as well as outdoor- and other support amenities; it promotes cultural and co-curricular pursuits of the students by offering necessary infrastructure for holistic growth of students.

##### Facilities for Cultural Activities

- **4 Multi-purpose Halls** -William Hall with a seating capacity of 800, Pope John Paul multipurpose indoor court with a seating capacity of 1500, Seminar Hall with a seating capacity of 100, Archbishop Powathil Hall with a seating capacity of 150
- The college quadrangle is used for conducting assembly, awareness programmes, flash mobs and street plays

##### Sports and Games Facilities

The institution has ample facilities for sports and games. Every effort is made to offer infrastructure facilities within the space available.

##### Indoor Facility

The indoor sports facilities include

- Floodlit Multipurpose Indoor Court with rubberized flooring, covering an area of 30 x 15 metres for Volleyball and Badminton

- 32x19 metres floodlit roofed Basketball Court
- Facility for Table Tennis

### Outdoor Facility

- Athletes of Assumption College share the 400 m track at S B College Changanacherry, run by the same management. They also have access to Pala Municipal Stadium Synthetic track and Maharajas College Synthetic Track during the pre-competition phases, for which the College pays annual rent.
- Volleyball court (20x10m)
- Tennis court (24x9m)
- Handball court (42x22m)
- Netball Court (32x16m)
- 20x2.5 metre cricket nets and athletics throwing arena
- The Handball court is also used by local sports students for practice during holidays
- Swimming Academy membership for the college, for giving training to the aspiring swimmers
- Sports cycling training facility
- Fencing with fencing equipment
- Gymnasium with 17 Stations having 2 Treadmills, 2 exercise cycles, 2 Orbitreks, 3 Swiss balls and a music system for aerobics, two standard weight lifting Bars and a set of Barbells
- Outdoor Gym facility- **Open Green Fitness Park** with 10 stations
- Gear Cycles for fitness purpose

**Indoor games** facilities such as Chess, Carroms, Dart, Tennikoit are available.

### Additional facilities available are

- Chapel/Prayer Hall
- Rooms for NSS, NCC
- Sickroom
- Students Amenity Centre
- College Union room
- Conference rooms
- Guest House
- Guest Room
- Archives room
- Residential facility for Staff members, Sports Coaches and Watchmen
- Resting cabin for watchmen
- Carpenter Workshop
- Day Care facilities, also open to the children of the locality

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Geotagged pictures	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 28.92

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 24

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

**Response:** 11.18

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
75.43	7.39014	5.78620	8.02798	25.00656

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

#### Response:

Recently renovated state of art Library is fully automated with Integrated Library Management Software - KOHA. Various sections of the library are -Reading, Reference, Conference room, Own book section, Digital section, Area exclusively for researchers and New arrivals.

- Name of the ILMS software - Campus NET ERP
- Nature of automation (fully or partially) - Fully
- Version - 5.0.1
- Year of automation - 2013

#### Details of current ILMS software

- Name of the ILMS software - KOHA
- Nature of automation (fully or partially) - Fully
- Version - 21.11.01.000
- Year of automation - 2021
- Link for Library OPAC - <http://117.239.78.19/>

- The software has facilities for circulation of documents including e-books, acquisition of resources, cataloguing and generation of all type of reports. It is integrated with e-gate entry system which keeps record of library usage of all patrons
- The KOHA ILMS facilitates an **Online Public Access Catalogue (OPAC)**. The OPAC is available online through the library website. It gives personal access to each user and has the option of giving purchase suggestions and feedback

#### Other Library Facilities and Services

- Wi-Fi enabled with 100mbps internet speed
- Air-conditioned conference room and Cubicle for Researchers
- Own book section
- Kindle e-reader with 500 plus books
- INFLIBNET N List using the user ID and password
- Study material for competitive exams
- PG, M Phil and PhD theses
- Reprographic facility
- 20 CCTV cameras

## Programmes Organized by Library

- Library organizes webinars and FDP s to promote research culture among the students and staff

## Support for the Differently Abled

- NVDS screen reading software
- Kindle e-Reader has a built-in screen reader
- Ramp is set at the entrance of the library
- Special furniture

## Academic Portal

The library owns an **online academic portal** which can be either accessed through URL or through the library page in the college website (<https://www.assumptioncollege.edu.in/college-resource/library>).

The main modules in the portal are

- OA e-books, e-journals
- e-thesis – leads to websites of different universities around the globe including Shodhganga that provide e-theses
- Question Bank
- Repository
- Government Data – it is meant to provide access to major government websites besides the government data providing website data.gov.in
- Career websites –links to different websites that showcase job opportunities
- Open Online Course Websites –leads to various MOOC providers including SWAYAM
- e-newspapers
- Academic Search Engines
- Digital Libraries – access to National Digital Library
- Audiobooks
- COVID-19 Info – articles and information on the pandemic
- Course Contents – postgraduate and undergraduate syllabus
- OA Video Resources – links to open-access academic videos
- General and subject-wise online encyclopedias
- Article Index of Periodicals
- Feed Back
- Academic videos created by the library

Besides the above, link to the college website, display of new arrivals, news and events, download option for membership form, books and journals recommendation form and reference management tools used in the college, contact information, library rules and facilities, mission and vision of the library, information regarding library staff, names of best library user award winners are given.



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste Link for additional information	<a href="#">View Document</a>

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources**

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 1.89

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.02399	0.99187	2.06465	2.06701	3.31859

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

**Response:** 26.5

**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 648

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:****IT Policy**

- Assumption College maintains an Information Technology policy that enhances the College's academic excellence and other related activities. It covers gadgets, systems, tools, databases, logs, webspace and networking. Any user from the college community is expected to abide by these regulations
- The Committee in charge of IT consists of a System Administrator appointed by the Management, and personnel in charge of ERP, Network, Library Management and the Web Administrator. In consultation with the management, this committee formulates, amends, and executes all guidelines and standards related to IT. The College abides by all the regulations and standards stipulated by the Government regarding Information Technology and related policy
- College avails of 200 Mbps Fiber Leased Line Connection, and 100 Mbps Internet Leased Line (1:1)BSNL Connection and BBVPN NME ICT connection with 10MB. BSNL LL 8Mbps 1:1 1/2/2010; BSNL LL 16 Mbps 1:1 July 2017; BSNL LL 100 Mbps 1:1 Oct 2021. BSNL NME 2008-2009 and Asianet Broadband LL 200Mbps in 2020
- The primary aim of the IT Policy is to facilitate and promote the development of students and staff in the areas of academics and research, skill development, self-competence and entrepreneurship
- For online placement drives, interviews and exams, students can avail themselves of systems and networks
- The firewall (Sophos XG 210) security device for wired and wireless internet facility supports up to 150 – 200 users

**Cyber Security**

The Assumption Information Security Policy aims to protect private information and data availability to the right person at the right time as follows

- Confidentiality: Data and information assets must be confined to people who have authorised access and should not be disclosed to others
- Integrity: IT systems operational by keeping the data intact, complete, and accurate
- Availability: An objective indicating that information or system is at the disposal of authorised

users when needed.

- The College has implemented a centralised firewall management system for user identity, application control, web control, content control, sandboxing, threat protection and SSL inspection.
- Central firewall with dashboard and reporting facilitates to remove any compromised or non-upgraded system
- The college owns and manages the assumptioncollege.edu.in domain, and staff avail email facility of this domain free of cost
- The college promotes IPR laws regarding digital content and copyright licensing
- Students and staff can freely access the media room for content creation and artistic enrichment
- All vendors and developers who manage College data obey privacy rules in a strict sense
- The college holds, manages, and monitors various database systems in ERP database, salary database, question bank data, library, e-content, CCTV footage, log files, and website databases

### Budget allocation

Budget Allocated for IT Updation year-wise during last five years 2016-21

Year	2016-17	2017-18	2018-19	2019-20	2020-21
INR in lakhs	8	3.5	5	5	5

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 7:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student - computer ratio	<a href="#">View Document</a>

### 4.3.3 Bandwidth of internet connection in the Institution.

Response: 750 MBPS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** A. All of the above

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years**

**Response:** 21.81

**4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
52.58	50.97	48.74	66.83	60.31

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

**Systems and procedures for Maintenance**

The Institution follows a well-defined procedure for the optimal utilization and maintenance of all the facilities available in the College. The Maintenance Policy details the systems and procedures for the maintenance of the academic and non-academic infrastructure of the College.

- The Internal Maintenance Committee is in charge of the maintenance and contract negotiations. The maintenance requisitions of the departments will be intimated by the Heads of the Departments to the Principal. The purchase/ maintenance register is then forwarded with the sanction of the Principal to the Bursar's Office. The Maintenance Committee convenes a meeting with the respective Head of the Department for implementation of the request
- Budget is allocated for maintenance every year
- Annual Maintenance Contract (AMC) for lab equipment, photocopier machines, intercom, water purifiers, and generators. AMC facility is also taken for highly sophisticated instruments
- College management seeks the service of an external electrician and plumber for repairs of electrical devices, power lines, plumbing needs and optical cables whenever necessary
- The College has a carpenter for annual carpentry works
- Maintenance of computers is done by external agencies as and when a complaint is raised
- The Finance Committee, Building Committee and the Purchase Committee of the College take care of the maintenance work

### **Maintenance of Physical Facility**

Funds are allocated in the annual budget towards repairs and maintenance of physical and academic facilities. The Building Committee of the college takes special care to ensure the overall maintenance of the college building.

### **Maintenance of Laboratory/Classroom/ Library Facility**

- Annual maintenance of laboratories, classrooms and general facilities is taken up during the months of April-May before the commencement of classes
- The classroom furniture is checked and repaired on a regular basis
- Technical problems are noted and intimated to the Principal which in turn is taken up by the maintenance committee
- Library Advisory Committee and the Librarian ensures the maintenance of the library, improvement of facilities and regular upgradation of books, e-books, journals and databases

### **Maintenance of Information Technology Facility**

- The IT Committee and the System Administrator maintains the computers and related accessories
- Annual maintenance of hardware and software is carried out meticulously with the help of an external agency

### **Sports Facility**

- The Physical Education Department looks after the amenities for Sports on the campus
- Periodic repairs and up-gradation of sports equipment, accessories are conducted

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

**Response:** 36.3

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
536	749	886	1034	1174

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

**Response:** 40.93

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
602	1110	1269	929	994

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology**

**Response:** A. All of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 95.71

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2325	2191	2278	2290	2381

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies**



2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 12.68

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
94	196	91	71	77

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch).

**Response:** 45.61

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 374

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response: 5.9**

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	19	12	12	12

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
110	210	205	190	185

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response: 295**

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	55	95	76	65

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution**

**Response:**

**College Union/Student Council**

The College Union /Student Council is a committed body that is elected every year through the parliamentary mode of election.

- The executive members of the College Union are elected as per the rules and regulations of the University. Every class elects its representative and forms the electoral college. The representatives can give nominations to various posts.
- The executive members include Chairperson, Vice-Chairperson, Union Secretary, Arts Club Secretary, 2 University Union Counsellors, Magazine Editor and a nominated Sports Secretary.
- The Union Advisory Committee is in charge of the Students Union and Arts Club of the College.
- The College Union/Student Council promotes and facilitates all the co-curricular and extra-curricular activities of the students and organises cultural competitions and events. The Union members hold regular meetings.
- **Activities of the Union include:**

1. The College Arts Day celebration
2. Talents day/ Freshers Day
3. Preparation and participation in University youth festival
4. Contests for the title of Ms Assumption, Malayali Manka, Nasrani Manka and Monjathi
5. The farewell for retiring teachers and outgoing students.
6. Annual Sports Day is organized by the College Union in collaboration with the Department of

Physical Education

7. Annual Day celebrations

8. The Merit Day is conducted to honour the commendable achievements of the students

During the pandemic, the College Union switched its activities to online mode through the student's cultural forum.

### Representation in Academic/ Administrative Bodies

- Students' representation is ensured in the administrative bodies like IQAC, RUSA, SQAC
- The Student Editor is a member of the college magazine committee

Departmental Associations encourage student leadership in organising activities like fests, seminars, competitions, exhibitions, field visits

- **ARANGU**, a creative platform of Malayalam Association organises competitions for encouraging creative writing and literary skills of students and they also co-ordinate the activities of 'Thanima' folklore club aimed at disseminating the rich folk culture of the State
- **ASMATAS** Mathematics Association organises -MAPS, Maths Fest, and Expert Lectures
- **Physics Association** organises peer-led student lecture series, National Science Day observation, demonstrations using computational techniques, collaboration with state electricity board KSEB for quiz programme and Indian Association of Physics Teachers IAPT for National Graduate Physics Examination, Motivational talks
- **FLORESCO** Home Science Department organises Nutritia Quiz, Food fest, exhibitions
- **History Department** conducts, an exhibition on cultural heritage, paper presentations, quiz competitions
- **CREAZIONE**-Exhibition by Fashion Technology Association, Fashion Meets Culture programme, 'earn while you learn' programme through their venture 'Elegant Cuts'
- **OIKONOMIA**- Intercollegiate Edufest by Economics Association
- **EMBLAZON**- Management Fest
- **ZENITH**- English Association conducts intercollegiate Literary Fest
- **AZIMUTH** -Chemistry Association organises Expert Talks, Quiz
- **COMMINUS**-Commerce Association organises Fests, Management Talks, and Training Programmes
- **ELYSIUM** -Social Work Association organises Awareness Programmes, Flash Mobs, Charity programmes, Street Mimes, rallies, Camps.
- **PHYTOEDUFEST** – Botany Association organises intercollegiate competitions
- **COMSAAC** Computer Science Association organises inter and intradepartmental quiz, debugging and Powerpoint Presentations

Students also organise, coordinate the programmes conducted by the twenty clubs/cells in the college. The Drama Club organises short performance, adapts short fiction and perform plays for all students based on the courses offered in the curriculum for General English.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 58.4

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
45	71	56	60	60

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

**Response:**

**The Association of Assumption Alumnae (AASA)** is a registered body aimed at fostering fellowship among alumnae and maintaining continuous contact with their Alma Mater. Creative involvement of the Alumnae in the activities and progress of the college is also aimed at. Alumnae Association of Assumption College is active and every year the Alumnae Association organizes various activities.

- Executive meetings are held regularly to coordinate Alumni activities
- Annual Alumnae Meet of the AASA is held
- The highlight of the Association of Assumption College Alumnae is the Distinguished Alumna Award for the outstanding alumna of the college constituted by St Berchmans, Assumption College Alumni Association of Chicago (SBACAAC). This award is a token of appreciation for sincere commitment and contributions of alumnae to the community and empowerment of women
- Alumnae members of Kuwait Chapter (ACCAA) and those of North America (SBACAANA)

sponsor scholarships and many other incentives.

- Annual Alumnae Lecture Series and motivation classes are organised by various departments
- AASA emphasises the need and importance of educating and moulding young girls into morally able, enlightened, socially responsible and self-reliant women of the future
- AASA honours members who attain doctoral degree every year, with Excellence Awards
- Alumnae has contributed an amount of Rs.17, 02,662/- during the assessment period for developmental and relief activities
- AASA stresses the importance of alumnae gatherings and the role of alumnae in voluntary programmes like mentoring the students in their areas of expertise
- Alumnae members conduct free medical camps at College.
- Association of Assumption Alumnae intends to start a charity venture to help the poor and needy students of the College by providing them assistance to pay fees, buy study material

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni financial contribution during the last five years (in INR).

**Response:** A. ? 15 Lakhs

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

##### Response:

Assumption College is committed to transforming its everyday actions, governance and policies in accordance with its vision and mission. The College, with the **vision** of providing the highest academic standards upholding the noblest Christian ideals and moral values, aims at creating enlightened, empowered and socially committed women.

##### The mission of the College is:

- To equip students with skills that make them globally competent
- To create a research culture and instill a 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 students to contribute to the evolution and practice of sustainable development through eco-friendly activities
- To create socially productive citizens

Through its mission, the college envisions the emergence of young leaders and independent women who are capable of catering to the needs of the changing society.

The Managing Board of the College headed by the Patron - Archbishop of the Archdiocese of Changanerry - is in immediate and overall charge of the affairs of the College, especially in the broad policy matters. The Managing Board meets twice a year. The Manager meets the staff on all important occasions as and when needed. The head of the institution is the Principal, who takes the final decision in the routine affairs of the College in tune with the policies of the management. On the administrative side, the Principal is assisted by the Vice Principals. All major decisions and policy changes are implemented after presenting them before the Staff Council, Board of Studies, Academic Council and Governing Body. The quality initiatives suggested by the IQAC and the Staff Council are discussed in the general body meetings of the teaching staff and the non-teaching staff, thus guaranteeing the involvement of the faculty and the support staff in all major decisions taken. The policies are implemented through different committees formed from teaching and non-teaching staff after the approval is granted. At the beginning of each academic year, the Department Council chalks out their respective action plan, and then a general plan is drawn for the College. The Manager, Principal and Staff interact with the stakeholders including the parents, alumnae and retired faculty in the annual meetings of their associations. The Students' Union, The Grievance Redressal Cell and other student support systems also ensure the interaction of the leadership with students and faculty members. The meetings and discussions at various levels ensure transparency and coordination in the organisational and administrative process and involve the participation of all concerned.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

#### Response:

**Decentralization and participative management** is practiced effectively in the academic and administrative matters of the Institution. This is made possible by the concerted efforts of the Management, the Statutory bodies –The Governing Body, Academic Council, Board of Studies and Finance Committee, along with the various other committees.

- **Administration** –Manging Board and the top leadership of the College have clearly defined the policies, powers and processes to be followed while fulfilling its roles and responsibilities.
- **The Staff Council** chaired by the Principal, with the Heads of all Departments is an apex body that caters to the academic activities.
- **Internal Quality Assurance Cell** takes initiatives for quality improvement, functions to motivate and support the departments, research and extension activities and thereby ensures the quality enhancement initiatives of the institution.

Involvement of the teaching faculty in the overall functioning of the College through the various committees is enumerated below:

- **Admission Committee**-The committee headed by the Principal ensures the smooth conduct of the admission process.
- **Finance Committee**- The financial delegation of powers is well defined - the committee headed by the Principal is responsible for financial management, budget allocation, and approval of funds for infrastructure augmentation and maintenance. The day-to-day transactions of the College is monitored by the Bursar.
- **Purchase Committee** participates and fulfills the executive responsibilities regarding the purchase of equipment and other resources for academic purposes.
- Representation of faculty in all statutory bodies, committees like examination, library and students club activities ensures decentralisation.

**Case study.** The conduct of examinations is an area where decentralization and participatory management are efficiently carried out. The Principal, who is the Chief Controller of Examinations has constituted various committees for the smooth conduct of examinations. The Examination Office, headed by the Controller of Examinations and two Deputy Controllers and assisted by four technical staff is responsible for the preparation of examination calendar, issue of examination notification, question paper generation and printing, preparation of tabulation register, the conduct of pass board and result publication. The Chief Superintendent of Examination, assisted by three other faculty members is in charge of the conduct of the examinations. Faculty members are assigned duties as invigilators and squad to prevent malpractice. The Valuation Camp Director, assisted by two other faculty members and office staff, is in charge of all procedures related to the valuation of answer scripts. The Internal Examination Committee is responsible



for the conduct of internal examinations and the timely publication of internal marks. The Internal Assessment Complaint Committee resolves any issues pertaining to continuous assessment. An Attendance Committee resolves issues of candidates lacking minimum attendance for registering in the End semester examination. The faculty in charge of ERP, with the help of technical assistants, monitors the examination-related modules of the software.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The institution envisions itself as a **‘self-sufficient, research-oriented national institution of excellence with visibility in the international academic circles, creating empowered educated women with strong values and social commitment.’**

The following perspective plans were deployed towards embracing the goal of excellence:

**ICT integration and Management Information System-** For efficient administration, computers with the latest tools and software, internet connectivity with high bandwidth and an integrated ERP are installed for admission, examination and other academic purposes. Automation of all the academic and administrative departments of the institution has improved the efficiency of various operations. Integrated Library Management System (ILMS) is installed in the library.

**Quality Development and Sustenance -** The Internal Quality Assurance Cell of the College formulates systems and procedures for quality management and communicates them to all the stakeholders. Continuous feedback from the stakeholders is collected and analysed. Academic and Administrative Audit is carried out every year, Participation in NIRF ranking, ISO certification and NAAC Accreditation are strictly undertaken.

**Industry-Academia Collaborations and Entrepreneurship Promotion-** Collaborations and industrial linkages are initiated and MoUs signed for sustaining academic excellence, providing practical knowledge and experiential learning to students, along with the traditional classroom learning.

**International Collaborations-** Assumption International Students Facilitation Centre for International Student Exchange was initiated for processing of the admissions and accommodation of students from other states and countries under MHRD’s Study in India Programme. MoU with Sophia University, Japan, for student exchange, and with Maitri Global Education, Italy, are the international collaborations for

academic exchange.

**Assumption Extension and Social Outreach-** initiated to build emotional, mental, physical and economic well-being among the local people and also kindle commitment to the society among students.

**Infrastructure Development-** Perspective planning is reflected in the physical infrastructure development processes like the acquisition of land, a facelift to the heritage block, renovation of the library, renovation of washrooms, tiling work, construction of new examination wing; infrastructure augmentation including classrooms, computers, library books, laboratory, sports facilities, gym, internet connectivity, media room, recording facility, lecture capturing system were undertaken during the period

An activity successfully completed as mentioned in the perspective plan is physical infrastructure development. The completion of a new academic block- Mother Teresa Block for self-financing courses, is the result of careful deliberations and strategic planning. 1576m<sup>2</sup> land was purchased in 2016 and architectural design for a three-storeyed building comprising of 9 classrooms, 3 departments and computer labs were developed and approved by the Management and the Building and Finance Committees of the College. The newly constructed block became functional in May 2019. In addition to this, construction of another new block under the funding of RUSA and purchase of land for developing infrastructure with a vision to improve the academic and administrative functioning of the College is also underway.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

#### Response:

**The organizational structure** of Assumption College reflects the democratic character and shared responsibilities with which decentralization and participative management take place. The responsibility for overall administration and execution of everyday functions vests with the Principal. The Principal, with the assistance of the Vice-Principal, Controller of Examinations, Heads of the Departments, Office Superintendent, faculty and support staff, ensure the smooth functioning of the College.

<https://www.assumptioncollege.edu.in/college-administration#Organogram>

- **Managing Board** is the highest decision-making body that is in constant touch with the Principal on all matters pertaining to the smooth functioning of the Institution
- **Governing Body of the College** meets at least twice a year to discuss issues relating to finance, infrastructure, faculty recruitment, new courses and matters related to the overall development of the College

- **The Academic Council** scrutinizes and approves the proposals of the BoS, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto
- **Board of Studies** constituted in 13 subjects as per the UGC guidelines, revised the syllabi for various courses keeping in view the interest of the stakeholders and national requirement. The Board evaluates the syllabi and ensures quality, suggests the panel of question paper setters and examiners
- **Bursar** ensures effective utilization of funds available and is responsible for matters related to budget, accounting and financial audit. Financial decisions, taken by the Bursar in consultation with the Principal and Finance Committee, are submitted to the Governing Body for approval
- **Internal Quality Assurance Cell** ensures the quality of teaching and learning environment in the College and introduces measures for enhancement and coordination of various activities of the institution for the overall quality development of the college and to institutionalize all good practices. <https://assumptioncollege.edu.in/iqac/objectives>
- **Recruitment**-The College follows the norms of statutory regulatory bodies and obtains concurrence of the government of Kerala for appointments in the aided stream. Selection of Assistant Professors on Contract for self-financing programmes is done annually during the months of April-May before the commencement of academic sessions. Advertisements are published through the college website and newspapers for the anticipated vacancies. The Selection Committee is constituted as per the Government directives
- **Promotion**- Career advancement of teaching faculty in the aided stream is based on the UGC regulations and evaluation is based on API scores set by the University
- **Service rules**-. All the faculty of the aided stream are bound to follow the Mahatma Gandhi University Statutes and Kerala Service rules. Self-financing streams follow the service rules framed by the College Management
- **Anti-Ragging Committee** roots out all sorts of ragging. (<https://assumptioncollege.edu.in/student-support/anti-ragging-committee>)

**Grievance Redressal Cell** ensures that no violation of rules takes place within the College and work towards addressing and settling grievances if any. (<https://assumptioncollege.edu.in/student-support/grievance-redressal-cell>)

File Description	Document
Any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

#### Response:

The college has effective welfare measures for teaching and non-teaching staff. Career development and progression is ensured through periodic training, workshop and orientation sessions. The non-teaching staff is encouraged to update their administrative and technical skills through training sessions and briefings. The welfare measures are categorized under-

#### Leave Benefits

- 15 days of casual leave plus 2 restricted holidays for teaching staff and 20 days of casual leave for non-teaching staff
- 20 half-pay leave can be availed of by permanent teaching staff after completing one year of service. Commuted leave not exceeding half the number of half-pay leave can be availed
- Duty leave of maximum 30 days is provided to the teaching staff to attend various Orientations/Refresher Courses/Seminars/workshops/Training Programs as per Government rules. Non-teaching staff are also given duty leave
- Leave is sanctioned for teaching staff to participate and present papers in seminars, and to the non-teaching staff for participation in Conferences/ Seminars/ Workshops/ FDP
- Assistant Professor on contract for aided stream gets all the benefits as per the government norms
- The self-financing faculty are paid in a structured pattern giving incentives for NET, M Phil and PhD holders
- 15 days of casual leave, 2 months maternity leave and vacation leave with salary for the faculty of self-financing streams

#### Capacity Building

- Seminars, conferences, training programmes and FDPs are organised at the national and international level for faculty enhancement and for nurturing a competitive and thriving academic environment
- Faculty Enhancement programmes for skill up-gradation and training are organized for both

teaching and non-teaching staff

- Permission is granted to the teaching staff to participate in Refresher Courses/ Orientation Programmes and Short-Term Courses
- ICT training is provided for teaching and non-teaching staff
- Faculty are provided with financial assistance to attend /conduct conferences and for paper presentations
- Seed money is given for research to faculty

### **Financial/ Loan Benefits**

- Provident Fund for self-financing faculty and Management staff
- Employees State Insurance scheme is applicable in accordance with government rules
- Assumption College Staff Co-operative Society Ltd No 459 constituted as per the regulations of the co-operative department of the State government It provides facilities like granting of financial loans, accepting deposits and conducting chit funds. It is run by a Board of Directors elected from among the members of the staff. The society offers memberships (i) for permanent employees of the College (ii) for retired employees and members of their families
- Financial assistance from management as and when the need arises
- Fundraising in the campus to meet financial emergencies like medical, marriage, housing needs of needy employees

### **Health and Well-being**

- Spiritual Enlightenment Programmes - Eucharistic celebration, Campus Ministry, Prayer Meetings, Novena Prayer and 13 hours Adoration, Annual Retreat to help the staff to de-stress and to motivate them to do their duty with a missionary zeal
- Outdoor and Indoor Gymnasium, Yoga Centre, facilities for sports and games
- Sports Day for both teaching and non-teaching staff
- Active and committed Associations of teaching and non-teaching staff promote cooperation and friendliness among the members and resolve issues of common interest
- Honour Faculty/ Children of faculty who get awards/ distinguish themselves
- Staff Associations conduct regular staff picnics, and farewell meetings for retiring staff

### **Support Facilities**

- Staff Hostel
- Free Wi-Fi in the campus
- College Bus facility
- Creche Facility
- Staff Resting Room
- Cafeteria
- Canteen
- ATM facility
- Carparking facility

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 15.51

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
26	22	16	16	14

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

**Response:** 24.2

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
39	20	23	25	14



File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### **6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response:** 27.8

##### **6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
70	47	16	15	20

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1 Institution conducts internal and external financial audits regularly**

**Response:**

The College conducts audits for each financial year. The Finance Committee guides the College to manage and utilize funds effectively for the development of the Institution. The annual budget is prepared at the beginning of each financial year and funds are allocated under various heads. The major sources of funding are from the UGC and the State Government. Internal and External audit is carried out annually. The UGC

and Management funds are audited by a licensed auditing agency.

**Internal Audit** is a continuous process in which Income/Expenditure is closely monitored for transparency and financial accuracy, by the Bursar, the Principal and the Section Officer after each financial transaction. A proper procedure is adopted for purchases. Quotations are called for purchases above 5000/-and prices are compared. The institutional funds are audited internally by a senior faculty member from the Department of Commerce.

**External Audit-** The main accounts and other subsidiary accounts and registers are maintained as prescribed in the relevant Act/Rules/Standing instructions and have been duly audited by the designated auditors.

Internal controls exist for safeguarding public funds/assets, monitoring outcomes and the achievements of physical targets against the financial inputs, ensuring quality in asset creation. Periodic evaluation of internal control is exercised to ensure its effectiveness.

The responsibilities among key functionaries for the execution of the funds have been assigned in clear terms. It is ensured that physical and financial performance under each scheme has been according to the requirement prescribed in the guidelines issued. The finance committee scrutinizes the audited utilisation certificate and expenditure for each year and forwards it to the Governing Body for approval. The Utilisation Grant Certificates are submitted annually to the UGC.

The audit wing of the Collegiate Education of the Kerala government also visits the College periodically and inspects all the files pertaining to the financial assistance that the college has availed of, and all the receipts and payments in the college are certified.

Corrections, if any, are effected on the basis of the audit report and clarifications called by them are submitted as an audit reply and any amount to be remitted is paid to the Treasury.

#### Details of External Audit

Year	Date of Audit	Type of funds	Agency
2016-17	20/6/2017	Autonomy Grant	M/s Kallukalam & Co, Chartered Accountants
2016-17	17/09/2017	Management Account	P J Joseph & Co Chartered Accountants
2017-18	23-04-2018	Autonomy Grant	Abraham and Jose Chartered Accountants
2017-18	31-08-2018	Management Account	P J Joseph & Co
		Autonomy Grant	Chartered Accountants
2018-19	24/10/2019	PD Account	Deputy Director of Collegiate Education, Kottayam
2018-19	24/5/2019	Management Account	P J Joseph & Co



			Chartered Accountants
2019-20	9/11/2020	Autonomy Grant	Abraham and Jose Chartered Accountants
2019-20	26/09/2020	Management Account	P J Joseph & Co Chartered Accountants
2020-21	21/09/2021	Management Account	P J Joseph & Co Chartered Accountants

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

**Response:** 5.25

##### 6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0.5	0.9	3.85

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The funds for the regular activities and development of the College are mobilised from different agencies and individuals. The mobilized fund is optimally utilized.

##### **Fund Mobilisation**

Major sources of Institutional receipts/funding are fees of students of various self-financing programmes, and from UGC Grant / RUSA.

Apart from the above sources, funds are also mobilised from various government and non-government sources for the purpose of research projects. The College PTA, private donors, and members of teaching/non-teaching staff contribute towards fee concession and scholarships for students. Private organisations also provide sponsorship for organising department and college festivals.

### Utilization of Resources

- The College has a Governing Body, Planning and Purchase Committee, Finance Committee and various associated bodies which help in the preparation, division, allocation and utilization of funds.
- UGC funds are deposited in a separate bank account. The utilization of these funds is ensured through financial auditing at the end of each financial year
- Fees received from students used for infrastructure augmentation, maintenance work, and salary for faculty of unaided courses are audited annually
- Physical and academic facilities are augmented regularly for the benefit of students
- Library facilities and Sports services are strengthened. Laboratories are enhanced and IT infrastructure is increased
- Workshops, expert lectures seminars, national and international conferences are organized. Students are taken on field trips and industrial visits

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

### Response:

The IQAC of Assumption college plays an important role in ensuring quality of the functioning of administrative and academic units of the College. Two practices institutionalised at Assumption College with IQAC initiatives are:

1. **Assumption College Skill Acquisition and Development (ACSAD):** All the departments started certificate courses of a minimum of 30 hours duration related to their subjects. The courses provide the students with skills that improve their employability and entrepreneurial acumen. Curriculum was developed for eighteen Certificate/ Diploma courses and introduced to supplement the formal academic curriculum. The courses are well appreciated by the students and it has become one of the best practices of the College in the academic arena. To make it a standardised practice, the

enrolment in one of the courses is made mandatory for all students.

2. **Induction and Bridge Course** - was introduced to fill the gap in the competency levels of the students coming from school level to the undergraduate programmes, giving importance to subject knowledge, language and communication skills. The syllabus for bridge course for all the programmes were developed, to provide basic knowledge of the subjects and clarity about the specific branch of study.

#### Other post accreditation quality initiative includes-

- **Autonomy to College:** After the third cycle accreditation in 2014, the College applied for an autonomous status and the same was granted to the College in 2016
- **E-governance:** ERP was implemented for the effective conduct of admissions, examinations, administration and finance
- **Infrastructure Development:** Renovation of the Science labs, Language lab, Media Room, construction of new blocks for self-financing programmes and examination office
- **Syllabus Restructuring:** BoS was constituted for all programmes and the syllabus was restructured. The outcome-based curriculum was designed with graduate attributes across all programmes. Programme outcomes, programme specific outcomes and course outcomes are clearly stated and displayed
- **Drafted policy document and code of ethics**
- **Revamped the Mentoring System** to achieve standardization. Besides, training in effective mentoring was given to the mentors
- **Peer-led Communication Skills training** programme was conducted with the help of advanced learners to improve the communication skills and self-confidence of weaker students
- **ICT enabled teaching and learning:** A-view was installed, E-content development, and lecture capturing system installed, new e-journals were procured, workshops to familiarize teachers with e-learning technology enriched the teaching-learning process
- **Assumption Extension and Social Outreach Programme (AESOP):** This is a compulsory 18 hours social involvement programme for instilling social commitment in the minds of students
- **Academic Collaborations and Linkages:** Collaborations with different institutions and agencies for student exchange, research, internship and on the job training was initiated
- **International Student Exchange:** The College has MoU with Sophia University, Japan for academic exchange
- **Finishing School:** An innovative venture to provide the final year students with employability skills, soft skills and life coping skills
- **Capacity Building Workshops for Teaching and Non- Teaching Staff**
- **Walk with Specially Skilled** - Provision of teacher-mentor to give continuous hand-holding to special students
- **Green Audit**
- **SQAC and student representation in IQAC**
- **Exit Exam for outgoing students**
- **Provision for Grievance mail attached to the website**
- **Tele-counselling services during the pandemic**

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

- **Academic Audit-** During the last five years, five external academic audits were conducted by the IQAC to evaluate the teaching- learning process of the various departments of the College. The IQAC prepared an evaluative report format, incorporating the various criteria to assess the various teaching- learning processes. Each department submits the filled- in format, with supporting documents. The departments are also given a format for presentation, highlighting their achievements and contributions in the seven assessment criteria. Each department presents this before the audit team and the recommendations/suggestions are noted down. The audit report submitted by the team is first discussed in the IQAC and then communicated to the entire faculty by the IQAC Coordinator in the Staff General Body Meeting. This enables the departments to continue their effective initiatives and to re-consider and revise the areas that need attention and improvement.
- **Outcome Based Curriculum** - After the College became an autonomous institution, syllabus revision has been undertaken by all the departments to make it more relevant. The IQAC has taken the initiative to come out with a restructured syllabus that is outcome based. It organized a two-day hands-on workshop on OBE and additional sessions to communicate to the teachers the significance of the outcome-based approach. Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) were identified and specified during the curriculum designing workshop. The identified Programme Outcome helps to inculcate the following attributes in graduate and postgraduate students.
  - Match international standards
  - Acquire and process knowledge with the changing times
  - Self-empowerment and self-reliance

The College has ensured that the Programme outcomes, Programme specific outcomes and Course outcomes for all programmes offered by the Institution are stated and displayed on the website and communicated to teachers and students. This gives the students a clear understanding of the learning objectives and a guideline to teachers for clarity and direction in teaching. Programme outcomes of three year undergraduate and two year postgraduate programmes are communicated to the students during the Bridge Course by the heads of departments and the teachers in charge, immediately after the commencement of classes. The Course outcomes of the various courses are communicated to the students before the commencement of each course by the faculty in charge. The various assessment tools include mid-semester and end-semester examinations, assignments, seminars, viva-voce.

- **Student feedback of Teachers** are collected every year through the Academic Monitoring Cell for Excellence (AMoCE), a wing of the IQAC. The feedback is elicited each semester by online mode. The feedback report is analysed and the summary is given to the Principal for taking corrective actions. The analysed feedback report is handed over to each teacher individually by the Principal and the specific corrective actions are suggested to the teacher concerned. Matters of a general nature are communicated to the Heads of the Departments by the Principal.
- **Student Satisfaction Survey** on teaching and learning is conducted to evaluate the teaching-learning methodologies. The insights from the SSS provide the changes to be initiated to make the process of instruction more efficient and effective. Departments with lower pass percentages are given suggestions for improvement in the teaching-learning methodology.
- **Value added- certificate** courses initiated by the IQAC help to impart professional skills, thus providing an opportunity to students to augment their abilities and make them competent. The curriculum of the various programmes offered by the College is enriched with courses related to gender, environment, sustainability, human values and professional ethics.
- **Online Teaching-Learning** - COVID-19 pandemic had led to the introduction of new, teaching-learning methods supported by various virtual platforms and LMS. Teachers are encouraged to use ICT tools to prepare and deliver their lectures through audio, videos and PowerPoint presentations. Tools like video lectures and interactions, sharing of study materials, online assessments, e-resources and e-books supplement curricular learning
- **Experiential learning** takes place through educational tours, industrial visits, field study, skill-based workshops, seminars conferences and webinars. The practical sessions, project work and internships add to this
- **Industry-Academia collaborations and linkages** are established wherein students get the opportunity to keep themselves abreast of the latest trends in the various fields. These add to the learning outcomes of programmes and courses being taught. Internship opportunities are made available to the students of Model II programmes
- **PTA meetings** by the departments organised in each semester provides an opportunity to parents to interact with their ward's class tutor/mentor/teachers

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **Any other quality audit recognized by state, national or international agencies (ISO Certification)**

**Response:** All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

One of the most significant mottos of Assumption College is to strive for gender equity through the promotion of higher education among women, upgrading life skills as well as skills for empowerment and imparting value education for the holistic development of the students.

##### Following Measures initiated by the Institution during the assessment period

Core Course on Human Rights and Environment Studies for every Undergraduate Programme includes modules for Women Rights.

- Offer Open Courses on Gender Studies, Women Empowerment, Skill and Leadership Development
- Devised 'Gender-Policy' and 'Policy-for-Sexual-Harassment' for effective Gender Sensitization
- The Women-Cell prepares the 'Annual Gender Sensitization Action Plans' for gender equity promotion activities
- Intra-collegiate, inter-collegiate level activities annually on the following themes: Women Rights and Legal Literacy, Menstrual Health and Hygiene, Mental Health and Counselling, Financial Literacy, Women Empowerment Classes, Mind Mastering Classes, Self-defence Training Classes, Cyber Awareness and Cyber Security
- International, National level Seminars/Workshops/Conferences, Invited Talks, Lecture Series on 'Gender and Women' to promote research on gender
- The Archbishop Powathil Assumption Community College (APACC) promotes skill development programmes for unemployed women and housewives
- Day-Observations: International-Women's Day, Girl-Child Day, Menstrual-Hygiene Day, Women-Entrepreneurship Day, International-Day for the Elimination of Violence against Women

The facilities provided for women on campus include:

##### a) Safety and Security: The College has embarked upon the initiatives for safety and security:

- Experienced security guards for campus and hostels
- Intercom facility to the gatekeeper at the college entrance
- Fire extinguishers are placed on every floor and laboratory
- CC TV surveillance
- Dual exit gates.
- Emergency exits
- Electric Safety measures-Regular checking/servicing of the electric meter box, switch-board, air-condition machines, fans and tube lights
- Installed the Grievance Redressal Box and Complaint Box along with a portal on the website
- Women Cell/Human Rights Cell/Grievance Redressal Cell for ensuring justice towards students
- The Internal Complaint Cell addresses issues on sexual harassment



- Medical check-up/Dental Checkup camps for the students and staff
- Availability of a FIRST-AID Box in the office
- Separate washrooms for the students on every floor. Separate washrooms for the male and female teaching and non-teaching staff
- Separate residential facility for the security guards
- Identity Cards are issued to all the students, teachers and the non-teaching staff
- Distinct code of conduct for the students, teaching and non-teaching staff

**b. Counselling:**

- Fulltime Counsellor in the campus, Value Education Class and Mentoring Programme
- Counselling Room with complete privacy
- Life Guidance sessions
- Annual value orientation programme for students and faculty

**c. Common Rooms:**

- Student Amenity Centre
- Dining Halls in campus and hostels
- Common Prayer and Meditation Hall
- Cafeteria
- Canteen
- Incubation Centre
- Entertainment-Room
- Rest-Room
- Gymnasium
- Open Green Gym for students and the community

**d. Day Care Centre:** On-Campus Day Care facility available for students, staff and local community.

**e. Other Information:** Safety Measures have been adopted during the pandemic period within the campus. Provisions were made for checking the temperature at the entrance gate, hand wash facility at the entrance, encouraging use of hand sanitisers by deploying them in strategic places, compulsory use of masks and their disposal.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**



1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** A. 4 or All of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Assumption College aims for a '**zero-waste campus**' by giving emphasis to the philosophy of 'Reduce-Reuse-Recycle' through a well-developed waste management system implemented successfully by adopting the '**Green-Protocol**' and '**Green-Policy**'.

The following measures are adopted for implementing a sustainable waste management system.

#### **Solid-Waste Management**

- Segregation of biodegradable and non-biodegradable wastes
- The Green Protocol and Green Policy imperative to avoid plastic items to the best possible level
- Plastic Free Campus, Plastic Collection Day, Awareness Programmes
- Metals, glass, cardboard, newspaper and stationery are collected and segregated for recycling
- Eco burn Incinerator is installed
- 'Paperless office': Installed ERP and other electronic means to reduce paper-based waste
- Single side print papers are reused as an environmentally preferred alternative to reduce Carbon

footprint

- Reuse of waste papers/newspapers in creative practices/decoration for college events
- Biodegradable kitchen wastes from canteen and cafeteria, horticultural wastes such as dried leaves, twigs, and plant clippings are collected and used for Vermi-composting which is used in organic farming
- Installed Pot and PVC pipe composting
- Livestock: Bio-waste Management system of the wastes with livestock is successfully implemented in the six hostels
- Biogas Production facility: Kitchen wastes are reused in Biogas Plants to generate cooking gas. Biogas Modules of 3m<sup>3</sup> volumes are installed in hostels and canteens to manage organic wastes which provide methane gas for cooking
- Labelled dustbins are installed throughout the campus for waste segregation
- Awareness programmes are conducted about the methodology of waste disposal
- Under the leadership of NCC and NSS units and student clubs of the College all students actively take part in the cleaning missions, eco-friendly green initiatives and minimum waste generation practices

### **Liquid Waste Management:**

- Liquid wastes from the laboratories are segregated into organic and inorganic waste. Concentrated acidic or alkaline solutions are neutralized before disposal
- There is a well-managed closed drainage system in the campus and the hostels
- Wastewater management system: Wastewater from every water outlet is made to drain properly into the ground, without any possibility of contamination
- Rain Water Harvesting system is adopted in the campus and all hostels.

### **Biomedical Waste Management**

- Sanitary Pad Incinerators are installed in every block.

### **E-Waste Management**

- E-wastes are collected from students and faculty under the leadership of the Department of Computer Science
- The usable electronic components of old electronic gadgets are used as spares for repair
- E-wastes are used for craft making and decoration purposes for cultural events
- E-wastes are segregated and utilized for the Annual Hardware Exhibition

### **Waste Recycling System**

- Bio-degradable wastes are used for Mushroom Cultivation
- Vermi-reactor for compost preparation
- Recycled solid and e-wastes used for craft purposes

### **Hazardous Chemical and radioactive Waste management**

- Chemical wastes from the labs are collected and segregated
- MoU with KEIL for management and disposal of chemical wastes

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Details of the Software procured for providing the assistance	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

**Response:**

The College realizes that diversity and inclusion enrich the educational experience. Students learn from

people whose experiences, beliefs, and perspectives are different from their own, and these lessons can be taught best in a diverse intellectual and social environment. It promotes personal growth and contributes towards building a healthy society. The College provides an inclusive environment for everyone, with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

- The College Admission Policy welcomes scholars from all economic, religious and social backgrounds, as well as differently-abled students
- The Information Centre, Akshaya Centre and the Cardinal Antony Padiyara Technical Institute (CAPTECH) provide special support to students for accessing and availing government and non-government scholarships. Faculty members and the college alumnae sponsor a few institutional scholarships
- Fee waiver and free noon-meal facility are provided to needy students
- Equal Opportunity Cell addresses issues concerning students from Scheduled Caste, Scheduled Tribe, Other Backward Class and Persons with Disabilities in the campus
- The Human Rights Cell, formed in 1999, affiliated to the State Human Rights Protection Council and linked to the Mahatma Gandhi University Human Rights Education Wing, promotes the activities of the Human Rights Commissions at the state and national levels
- The Grievance Redressal Cell offers the students an opportunity to present any grievance they have regarding curricular, co-curricular and other matters
- Sexual Harassment Cell addresses complaints against sexual harassment and quick redressal. Students may avail the convenience of a Police Complaint Box and an Anti-Sexual Harassment Box installed in the campus
- In addition to these, the Internal Complaint Committee of the College also takes special care to look into similar grievances, if any, and is vigilant in effecting quick redressal of the complaint
- The Institution has a code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socio-economic and other diversities
- Discipline Committee and Anti-Ragging Committee function according to the Code of Conduct Policy and Anti-Ragging Policy and implement provisions to prevent and deter any forms of ragging on campus
- The NCC/NSS units, 20 Clubs and Department Associations take the initiative to promote the ideals of equality, communal harmony, inclusiveness and diversity, and to enlighten students on fundamental rights through awareness programmes
- Different sports and cultural activities organized inside the College promote sportsman spirit and togetherness
- Regional and National festivals like Onam, Christmas, Deepavali are celebrated in the College to establish positive interaction among students and faculty of different communal and cultural backgrounds and promote national integrity
- National, International and Regional seminars, workshops and conferences are organized regularly by various departments for spreading awareness about diversity, scientific temper, spiritual and mental health
- Commemorative days observed include Women's Day, Human Rights Day, Day for Elimination of Racial Discrimination, Ambedkar Jayanthi, Gandhi Jayanthi, Independence Day, Republic Day, Constitution Day

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

Assumption College is keen to sensitize the students and staff to the constitutional obligations about values, rights, duties and responsibilities and constantly works to nurture them to evolve as better citizens of the country through various curricular and extra-curricular activities.

For the promotion of Constitutional Obligations, the following initiatives are undertaken

- National Anthem is played every day at the end of college hours
- The college has established policies that reflect core values
- Students and staff abide by the Code of Conduct prepared by the College.
- With the syllabus revision for undergraduate programmes in 2017, a Core Course on Human Rights and Environment was incorporated into the curriculum
- Course Modules on Constitution of India, Women Rights, Freedom Struggle, Making of Indian Nation and Human Rights are mandatory
- Compulsory Diploma Courses in Value Education is a long-standing practice. Prescribed textbooks on Value Education include the Fundamental Rights of Indian Citizens
- Constitution Day Observance involves Quiz on related topics and Reading the preamble
- National Flag hoisting and NCC parade on Independence Day and Republic Day
- Intercollegiate 'Freedom Quiz Competition-From Munity to Millennium' has been conducted annually for the last 14 years by the Department of History to promote national feelings among youth
- Our students, guided by the Department of History in collaboration with the Institute of Parliamentary Affairs, Government of Kerala, performed the Model Parliament in which we received the 'Best Parliamentarian Award' in 2019
- Organized 2 National Seminars in collaboration with the Institute of Parliamentary Affairs, Government of Kerala, on the themes of 'Women Rights and Rights to Liberty' (2018) and 'Rights of the Elderly Citizens' (2019)
- The Women Cell, Human Rights Cell, Equal Opportunity Cell and UNAI Chapter of the College organize various activities to promote national values, human rights, gender rights, awareness of violation of the fundamental rights, and other constitutional values
- The institution encourages participation of students in Sports and Games, NCC and NSS at the National level to strengthen nationwide bonds and relations
- The College Union Election follows the parliamentary mode. The electoral officer is entrusted with the duty of educating students about the electoral procedures as defined in the constitution. Further, initiatives are taken to develop leadership qualities among students by conducting Student Union Election annually

- Team spirit is developed by delegating to students the responsibility of organising programmes at college/ intercollegiate levels
- The Nature Club, Bhoomitrasena Club, Biodiversity Club, Energy Club are active in the promotion of Green Practices, Energy Conservation and promotion of Scientific temper
- Ethical values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/ Debate activities organized by the department associations and clubs
- Eminent personalities are invited to inspire students and staff by sharing their experiences, the dedication of freedom fighters for the country and to emphasize the duties and responsibilities of citizens
- The Institution has taken great effort to increase the level of awareness and appropriate practices amongst the students, such as conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize students to abide by constitutional obligations

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**



**Response:**

Assumption College constantly works to develop in students all qualities that enable them to be better citizens of the country, apart from preparing a sound academic foundation for them. In this regard, the College organizes Day observances through varied practices and programmes which inculcate a feeling of oneness and togetherness among students. Every department association, student clubs and the students union of the college have always been in the practice of organizing annual activities to initiate and motivate the students to adopt various practices that promote the ideals of 'Unity in Diversity' of the nation. Some of the commemorative day celebrations include

- Constitution Day, National Unity Day, Gandhi Jayanthi, Ambedkar Jayanthi, Parakram Diwas, Army Day, Martyrs Day, Kargil Vijay Diwas, Voter's Day are some of the significant days observed with great solemnity by the students
- International Women's Day, Human Rights Day, UN Day, International Peace Day, International Day of Tolerance, International Day for the Persons with Disability, Hiroshima Day, Blood Donation Day, Child Rights Day, Cancer Awareness Day are observed annually with awareness programmes, presentations and talks
- Awareness and promotion of various national identities and symbols among students and staff
- Cultivation of appropriate practices amongst the students regarding the fundamental duties and rights of Indian citizens
- The vibrant NSS Wing of the college has two units, which coordinate most of the observance of international, national and regional importance related to socio-cultural and political aspects like the Swachhata Abhiyan Movement and extension activities like flood relief.
- The Department of Social Work also contributes in this regard by involving the member students of the UNAI Chapter, Women Cell, Human Rights Cell and Equal Opportunity Cell associated with the department
- The college boasts about its strong NCC Army Wing. Every Saturday the students have full-day parade activities and they participate in national level camps in mountaineering, rock climbing, RD Camp/Parade and Tal Sainik Camp. Observance of nationally significant days like Independence Day, Republic Day are supervised and led by their parade and flag hoisting programmes. The Wing helps the Institution in maintaining the discipline of the campus and in observing official decorum like providing a guard of honour to the distinguished invited guests during important College programmes
- During the pandemic, students of the college organized, coordinated and participated wholeheartedly to uplift the values associated with significant Days through online mode using various social platforms

Academic programs organised by the College like seminars, conferences, invited lectures have enriched the awareness about the multifarious aspects of the significant commemorative days. Taking part in various creative activities like poster making/slogan writing/performing patriotic songs/preparing video messages/essay writing/poetry writing not only promotes integrity and character building but also enhances their aesthetics and moral sense. In connection with day observance programmes the annual departmental, intra-collegiate/inter-collegiate competitions cater to the advanced and slow learners as per their capacities and capabilities.



File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

### **Best Practice 1-ACSAD**

**Title of the Practice:**

**ASSUMPTION COLLEGE SKILL ACQUISITION AND DEVELOPMENT (ACSAD) PROGRAMME**

#### **BACKGROUND**

Assumption College has been imparting holistic education to generations of women for the last seven decades and has always been focused on the comprehensive development of students. The students are continuously encouraged to bring out their best and finest qualities through various skill enhancement programmes and activities that enable them to achieve their career goals. Perceiving the need to boost women empowerment through skill enhancement, the College has devised several skill development certificate courses for students to upgrade their employability under the banner of ACSAD since 2018. 15 Departments of the College are offering 19 courses for students.

#### **OBJECTIVES OF THE PRACTICE**

Skill development is a vital tool to empower graduate and postgraduate students to safeguard their future for their overall development as individuals. It is an important aspect that enhances employability in the present globalized world. Realizing the necessity of skill enhancement in the changing academic scenario, Assumption College Skill Acquisition and Development Programme (ACSAD) was initiated with the following objectives:

- Offer certificate courses in addition to regular degree Programmes
- Help students identify their interests, aptitudes and potential
- Provide guidance for the choice of appropriate courses and future careers
- Impart necessary skills for employability
- Make students market-ready and globally competent
- Provide training in various skills which are in high demand and have good job prospects

- Prepare students for economic independence by boosting self-confidence

## THE CONTEXT

Professional skills are part of life skills. One of the significant outcomes of higher education is to mould an individual for entering into the job and employment market. The undergraduate and postgraduate students are expected to demonstrate professional skills involving the use of intuitive, logical and critical thinking, communication and interpersonal skills, not limited to cognitive/creative skills. These skills, behaviour and quality of output enhance employability. Besides knowledge and skills required for a particular job/occupation, professional skills are also required for an individual to be gainfully employed for a successful and satisfying life. In this context, the ACSAD Programme is developed to make the students ready for employability.

## THE PRACTICE

ACSAD is offered as a month-long intense skill training program for the students. Courses are offered by all the departments of the College. Each Course is offered under the supervision of a department having specialization related to the specified topics. ACSAD Courses focus mostly on hands-on training with experiential learning. The curricula of the courses are designed in such a way that skill development is attained through training sessions. Experienced teachers from different departments primarily engage in the skill-training sessions. For specific courses, training by external experts is also provided. The College has taken a special interest to develop various collaborations, linkages and MoUs with reputed organizations in this regard for the effective conduct of courses under the programme. The course syllabus was developed for each course and altogether 19 courses were introduced during the assessment period. The syllabus developed for the courses was approved by the respective Board of Studies. 1334 students were trained and benefitted from these courses. After the evaluation process, the successful students received the course completion certificates.

Following are the ACSAD Courses conducted by various departments of the college.

Sl.No.	DEPARTMENT	COURSE TITLE
1	Botany	Certificate Course in Mushroom Cultivation Technique
2	Business Administration	Certificate Course in Business Analytics
3	Chemistry	Certificate Course in Modern Physicochemical Instrumental Methods of Analysis
4	Commerce	Certificate Course in Soft Skill Development Programme-‘U-Turn’
5	Computer Science	Certificate Course in Web Designing
6	Economics	Certificate Course in Securities Operations and Risk Management
7	English	Certificate Course in

		Fundamental Computer Skills
8	Fashion Technology	Certificate Course in Resist Techniques-Batik & Tie-Dye
9	History	Certificate Course in Museums and Archives: Basics in Conservation and Documentation
10	Home Science	Certificate Course in Tailoring and Surface Ornamentation
11	Malayalam	Certificate Course in Pathranirmanam: Sankethika Vasangal
12	Mathematics	Certificate Course in Computational Techniques & LaTeX
13	Physics	Certificate Course in Basic Engineering Skills
14	Social Work	Certificate Course in Disaster Management
15	Commerce	Certificate Course in SAP Financial Accounting
16	Commerce	Certificate Course DISHA- Soft Skill Enhancement Program
17	Malayalam	Certificate Course in Malayalam Computation
18	Zoology	Certificate Course in IT Enabled Communication Skills in English
19	Zoology	Certificate Course in Bee Keeping

### EVIDENCE OF SUCCESS

ACSAD was launched to motivate the students of the College for acquiring skills in their areas of interest. Its successful implementation has helped the students to identify their interests and develop skills for their achievement and success. Students receive course completion certificates which are additional qualifications along with their UG/PG programmes. Through ACSAD there is progress in employability and placements of students since 2018-19.

### PROBLEMS ENCOUNTERED

Attending these classes after the regular class hours was challenging for some students due to their locational disadvantage. Students who hail from rural and remote areas face difficulty because of the scarcity of public transport facilities in their routes. Thus time constraint poses a major difficulty. The academic sessions are too tight to squeeze in the Certificate Courses.

## Best Practice 2- ASSUMPTION EXTENSION AND SOCIAL OUTREACH PROGRAMME (AESOP)

## BACKGROUND

Since its inception in 1950, Assumption College has had a reputation of being one of the leading colleges for women in Kerala, imparting value-based education, catering to the diverse educational, economic, cultural and social profile of the locality. Changanassery, where the College is located, is a small town. It has a number of locational advantages and disadvantages. The advantages include a low level of pollution, abundant supply of safe drinking water, quiet locality suited for a better academic environment, rural local community that look upon the College for empowerment, thus making it an educational hub for the exchange of knowledge. It also has easy connectivity to neighbouring towns.

With a 'students first' approach the faculty of the College is dedicated in identifying and nurturing the inherent talents among students. In tune with the vision and mission of the College the management has developed appropriate infrastructure, effective policies, mechanisms and support systems for the holistic development of the students. To sustain the highest academic standards and to facilitate an environment to create independent, empowered and socially committed women, the following student-centric enterprises and welfare measures have been adopted. All of these initiatives are designed to equip students with skills to make them globally competent with deep spiritual insights. The College has always redefined its strategies to make students socially committed and learn beyond the confines of the classroom. After becoming an autonomous institution in 2016, the College made extension and social outreach programme compulsory components for the successful completion of the undergraduate programme.

Assumption Extension and Social Outreach Programme (AESOP) is a compulsory 18 hours social involvement programme for instilling social commitment in the minds of students and to equip them to understand and respond to the socio-economic realities of the society as well as the nation.

## OBJECTIVES

The core objective of the programme is to sensitize and educate the students about the problems and practices of the local community and to inculcate in them the spirit of social responsibility.

- To develop interaction between the local village community and the College
- To provide exposure for students on socio-economic realities of the society
- To improve the lives of the village community through knowledge sharing
- To instill human, social and national values in students
- To help students to develop team spirit and capacity building
- To create socially committed citizens

## THE PRACTICE

The AESOP programme starts in the second year of the undergraduate and postgraduate programmes. Five villages in Changanassery were identified by the College for its extension and social outreach programme. It is intended to provide the students with a better understanding or to sense the pulse of the socio-economic realities of their local community and also to get them involved in the development of these localities.

**AESOP was conducted for four academic years focusing on the following themes:**

- AESOP 2017-18: 'Social Intervention for Enhanced Family Happiness (SIEFH)'

- AESOP 2018-19: 'Transforming Lives Through Village Adoption'
- AESOP 2019-20: 'Transforming Lives Through Village Adoption'
- AESOP 2020-21: 'Assumption Online Knowledge Sharing Initiative'

**The activities in each locality include:**

- Educational Modules
- Recreational Activities
- Interactive and Participatory Programmes
- Exhibitions and Demonstrations.

**The focus area for the activities are:**

- Health and Fitness
- Waste Management
- Energy Conservation
- Organic Farming
- Financial Literacy
- Skill Development
- Motivation and Empowerment of women
- Civic Consciousness
- Communication Skills
- Cyber Security
- Legal Literacy

**Locality/organizations selected for 2017-18:**

1. Ithithanam
2. Podipara
3. Kadamanchira
4. Paral
5. Vettithuruthu
6. Kodinattukunnu
7. Manakkachira
8. Mundupalam
9. Vadakkekara
10. Mampuzhakkary
11. Mattam
12. St Joseph's Higher Secondary School

**Localities selected for 2018-19 and 2019-20:**

1. Paral
2. Vettithuruthu
3. Puzhavathu
4. Kumaramkary
5. Kidangara

Despite the Covid-19 pandemic, the College took special initiatives to conduct AESOP through the virtual platforms for the year 2020-21 primarily focusing on the school students. In this academic year (2020-21) around 19 schools located in rural areas in and around Changanassery were selected by the College for its extension and social outreach programme. Each department was given the responsibility to plan their activities for a particular school selected. The activities include conducting online knowledge sharing, orientation for higher studies and other interactive programmes.

### **Guidelines for the Students**

- A student has to contribute her service only to the assigned locality throughout the specified term.
- Though 18 hours is the minimum requirement for the successful completion of the programme, it has to be conducted throughout the year.
- Students can work on Saturdays in the rural locality assigned, and the duration of work is scrutinised after the completion of the programme.
- Students can report to the AESOP office any problems or difficulties they face during work.
- The certificate will be issued only if the student has completed the programme. They are required to submit a report of their activity to the teacher in charge

### **Monitoring Mechanism**

- The time of the social outreach programme is decided by the Principal and Vice Principals every academic year.
- One or two teachers from each department are selected by the Head of the department as Supervisors of AESOP which is then approved by the Principal.
- Students have to get the signature of the Supervisor in their AESOP record book every day.
- The Code of conduct of the students in their assigned localities has to be monitored by the Supervisor/ any other member deputed by the Supervisor.

### **EVIDENCE OF SUCCESS**

Since 2017, the College has successfully engaged every student of the second year undergraduate and postgraduate programmes from Arts, Commerce and Science streams of the College for extension and social outreach activities through AESOP. Students are given a handbook to write down their experiences and learning. Students showed their enthusiasm and active engagement with the local community in coordinating activities, both offline and online. In the meeting for the evaluation of AESOP, faculty and student representatives presented their feedback. The students opined that they got a chance to understand social reality at close quarters and their perception of life and society has changed. Students and teachers felt it was a fulfilling experience.

Through AESOP the College emphasizes life experiences and learning beyond the confines of the classroom, and takes the formal educational environment towards humane education as growth, discovery and a broadening of horizons. It encourages a desire to elicit meaning and understanding and to engage with the world.

### **PROBLEMS ENCOUNTERED**

Giving training to around 700 students was the major problem. Finding a common hall for the conduct of the common community programmes in each locality was difficult. Another problem experienced in the

field was to cater to the needs of the diverse group in the community.

File Description	Document
Best practices in the Institutional web site	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

#### *Student Participation, Orientation and Rejuvenation through Sports (SPORTS)*

Excellence in academics, sports, entrepreneurial initiatives and outreach activities for women makes Assumption unique. Assumption has carved a niche in bringing out the intellectual, mental, physical, emotional and social abilities in students to make them ready to embrace life with confidence. In accordance with the vision and mission of the College, the Management has been developing, since its inception, the necessary ecosystem for the holistic development of the students. It envisions a world where women can find their true place, achieve excellence in their specific areas of interest, scale heights and be rightfully recognised for their merits.

Sport 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, perseverance and inculcates national pride. Women in sport defy gender stereotypes to make inspiring role models and showcase men and women as equals. Sport is a social and cultural process in which social constructions of masculinity and femininity play a key role and it could provide a space where masculinity and femininity are re-negotiated rather than re-affirmed in their dominant acceptance. Assumption College has been reputed as an institution that promotes sports as an invariable part of its educational system. It recognizes and promotes talents, helping women gain the spotlight through engagement in health-enhancing physical activity.

#### **Orientation to Sports**

The stakeholders of Assumption College realised the necessity to initiate the process of gender mainstreaming through sports with the establishment of the Department of Physical Education in the year 1956. Since then, Assumption has been keen to identify school children with hidden talents, bring them to College, mentor and coach them to achieve their highest goals from the state level to international levels by providing them with social recognition, economic support and security. The Management and the College authorities have taken special interest to involve students in sports-related activities for shaping their personality, physical and mental well-being and character formation. Sports activities not only provide greater physical benefits but also help students in boosting and maintaining mental as well as emotional quotient, developing in them a positive spirit.

## Participation in Sports

Assumption College has earned a reputation in the field of Athletics and Games and our girls have distinguished themselves in International, National, Inter-University, State and Inter-Collegiate levels. Assumption has contributed 93 Athletes and players for India. In the last five years, our students have won 42 International, 90 National, 102 All India Inter-University, 337 State Level and 732 Intercollegiate Level medals. The college teams won about 211 Trophies of which 190 are 'Winners' and 21 are 'Runners Up'.

## Highlights

- *Olympians – 2*
- *Arjuna Awardees – 2*
- *Best College Award at State Level – Five Times*
- *Champion College in the Kerala State College Games – Seven Times*
- *M G University Best Sports Performing College – Fourteen Times*
- *G. V Raja Award Winners (State level) – 2*
- *G V Raja Award (State level) for Best Physical Education Teacher- 2*
- *National PEFI Award for the Best Physical Education Teacher – 1*
- *G V Raja Award (State level) for Best Coach – 1*
- *Ranked third in India and first in the state in the Education World Grand Jury India Higher Education Rankings for the Best Sports and Co-curricular Education Institution 2021-22*

## Achievements during the Assessment Period

- **International Representations:** <https://assumptioncollege.edu.in/sports/achievements/international>
- **Medal Winners of National Competitions:** <https://assumptioncollege.edu.in/sports/achievements/national>
- **Interuniversity-Medal Winners of All India University Competitions:** <https://assumptioncollege.edu.in/sports/achievements/interuniversity>
- **Intercollegiate:** <https://assumptioncollege.edu.in/sports/achievements/intercollegiate>

**Support Measures** -Five Sports hostels of the Kerala Government under the Kerala State Sports Council are attached to Assumption College for the students in Athletics, Basketball, Volleyball, Handball and Fencing. The students in this sports hostel scheme are supported with boarding, lodging and monthly allowances by the government. Apart from these, the college also provides free boarding and lodging to around thirty sports students. The PTA of Assumption College meets the hostel fees of five sports students each year. The College management supplements the college fees for some of the Sports students.

**Infrastructural facilities of sports and games existing at Assumption College-** Athletics, 400 M Athletic Track (3 Line), Synthetic Long Jump / Triple, Jump /Pole Vault Pit, Conditioning and Athletic equipment, High Jump Pit, Pole vault, Pole fibre, Hurdles, Multipurpose gymnasium, Flood Lit Roofed Basketball, Flood Lit Indoor Volleyball Court, Volleyball Court, Tennis Court, Handball Court, Netball Court, Cricket Nets and equipment, Badminton Court, Modern Sports Cycles, facility for Power Lifting, Table Tennis Table, Fencing equipment, Softball equipment, Baseball equipment and Open Green Fitness park.

**Outreach Activities-** The College has conducted various State Level and South Zone Championships and



Coaching Camps in the campus for Mahatma Gandhi University and the State Associations for Sports. Every year the college conducts free Summer Coaching Camps for school students. The college organises the Merit Day to appreciate the achievements, hard work and dedication of the faculty members, the Coaches and the Sports Stars of Assumption annually.

**Placements**-Ever year a large number of athletes get placement in various government sectors like Indian Railway, ICF, Income Tax, Navy, LIC, Kerala Police, CRPF, BSF, SSB, CISF, KSEB and various departments of the central and state Governments.

**Rejuvenation through Sports**-Sports acts as a significant catalyst for individual health, well-being, community development and help to enhance learning outcomes. It provides an avenue to engage in competitive pursuits and develop strong social connections, offers a space that individuals can use in leisure time and achieve a personal sense of enjoyment. The integration of physical activity into everyday routines at home, college and the workplace, participation in sport and active recreation improve women's and girls' overall health - physical, social and emotional well-being - as well as reduce stress levels, preventing the risk of chronic diseases. The College provides these opportunities to all students by giving them access to the play grounds, courts, fitness equipment. Annual Sports Meet and aerobics sessions involving all interested students is meant showcase their sports talent. During the pandemic, online aerobics sessions were provided to students. Assumption has been promoting sports culture and nurturing young sports talents to greater heights of glory. Discipline, adherence to moral principles and ethics on the grounds make 'Assumption Sports Talents' distinct and appreciated.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

**Archbishop Powathil Assumption Community College (APACC)**, is an extension wing of the College, through which Assumption reaches out to the needs of the community. The Community College carries out both academic and vocational training programmes for local women and students. APACC works in unison with local Panchayat and Municipal authorities as well as with civil society initiatives. It is also a recognised centre of 'Akshaya', a programme under the state IT mission. The initiatives of APACC are directed towards women empowerment, entrepreneurship and business incubation. The Business Incubation Centre for Women has joined hands with the IEDC Club of the College to promote women entrepreneurs who wish to launch or expand their enterprises. A Day Care Centre functions in the Community College to take care of children of working mothers within the college and in the neighbouring locality.

**The Mission of APACC** is Women empowerment through education and employment, to improve the quality of the society. The Community College aims to extend education to the less privileged women of the locality with opportunities for employment through job oriented courses.

### Courses offered

- Diploma in Textile and Garment Designing under the scheme of Community College.
- Diploma in Office Administration
- Diploma in Textile and Garments
- Short Term Computer Courses
- Tailoring Unit
- Certificate Course in embroidery, Jewellery making.

**For more details visit:** <https://assumptioncollege.edu.in/community-college/archbishop-powathil-assumption-community-college>

### Concluding Remarks :

Assumption College gives primary importance to prepare the students to face the global challenges, and contribute to regional and national development through its curricular, co-curricular and extracurricular activities. It takes care to empower women with employability skills and works towards the upliftment of students from the rural areas. The Policy Document, Strategic plan and a well-defined code of conduct help in the effective functioning of the institution. Participative decision making strategy is adopted for decentralised management.

The College offers 2 PhD programmes, 9PG, 19 UG Programmes and 39 certificate/value added courses in addition to which 15 enrichment modules are also offered. The college has 122 teaching faculty and 50 non-teaching staff. The curriculum formulated encompasses the new norms and needs of the time focussing on

gender, environment and inclusive growth. Exit Exam for the final years help to evaluate the learning outcome and thereby make necessary changes in the syllabus and curricular transaction.

Induction Programme, Bridge Course, Mentoring, Counselling, Value Education, Remedial Programmes, Experiential Learning are given prime place in the teaching –learning process. The teaching- learning process caters to the student diversity through programmes like Scholar Support Programme (SSP), Special Tutorials and Peer Led learning for slow learners, Walk with a Scholar (WWS), Additional Skills Acquisition Program (ASAP) and the unique programme for the ‘Divyagjan’ Walk with the Specially Skilled (WSS).

The College has institutionalised best practices such as Assumption Extension and Social Outreach Programme (AESOP) to inculcate social responsibility and community service and Assumption College Skill Acquisition and Development (ACSAD) for skill enhancement and employability. The outstanding contributions made in the field of Sports and Games makes Assumption distinctive. ‘Student Participation, Orientation and Rejuvenation through Sports (SPORTS). The institution recognizes and promotes sports talent and helps them gain self-esteem, and teaches leadership, team skills and perseverance and inculcates national pride

Augmentation of facilities has been initiated through ICT improvement, ERP implementation, upgradation of college website and Library Management System. The College has expanded its boundaries by acquiring land and completed the construction of two new blocks. Continuous and uninterrupted power supply is ensured through the installation of new transformer and generator.

Parents, Alumni and Students have a significant role in the quality initiatives undertaken through the PTA, Association of Assumption Alumni (AASA) and student bodies such as SQAC and CORALS. To improve the entrepreneurship skills in students, the college has registered under state government bodies such as National Innovation and Startup Policy (NISP), Innovation and Entrepreneurship Development Council (IEDC) and Kerala Development and Innovation Strategic Council (K-DISC).

Each milestone is an occasion for us to renew our commitment to stakeholders without compromising on the vision of the founders.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.2	<p><b>Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b></p> <p><b>2.4.2.1. Number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.</i> year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>45</td><td>39</td><td>35</td><td>33</td><td>30</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>44</td><td>38</td><td>34</td><td>32</td><td>29</td></tr></table> <p>Remark : Input edited as per given HEI clarification documents, excluding the teacher of physical education.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	45	39	35	33	30	2020-21	2019-20	2018-19	2017-18	2016-17	44	38	34	32	29
2020-21	2019-20	2018-19	2017-18	2016-17																	
45	39	35	33	30																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
44	38	34	32	29																	
2.4.3	<p><b>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</b></p> <p><b>2.4.3.1. Total experience of full-time teachers</b></p> <p>Answer before DVV Verification : 1304</p> <p>Answer after DVV Verification: 1281</p> <p>Remark : Input edited as per given HEI clarification response, excluding the experience of physical education teacher.</p>																				
2.5.1	<p><b>Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years</b></p> <p><b>2.5.1.1. Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>39.6</td><td>39.92</td><td>29.33</td><td>77.87</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>39.6</td><td>57</td><td>62</td><td>86</td><td>70</td></tr></table>	2020-21	2019-20	2018-19	2017-18	2016-17	39.6	39.92	29.33	77.87	0	2020-21	2019-20	2018-19	2017-18	2016-17	39.6	57	62	86	70
2020-21	2019-20	2018-19	2017-18	2016-17																	
39.6	39.92	29.33	77.87	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
39.6	57	62	86	70																	

Remark : Input edited as per given HEI clarification documents.

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years**

**2.5.2.1. Number of complaints/grievances about evaluation year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
110	194	112	108	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
171	392	232	179	3

Remark : Input edited as per given documents in the 2.4 extended profile.

**3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years**

**3.1.3.1. The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	3	0	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	0	4

Remark : Input edited as per given e-copies of award letter excluding participation certificates

**3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**3.2.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13.952	0.2	0.79	0.4	124.845

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13.952	0.2	0.79	0.4	42.1

Remark : Input edited as per given documents considering only the year 2016-17

### 3.2.2 Percentage of teachers having research projects during the last five years

#### 3.2.2.1. Number of teachers having research projects during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	7	4	17

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	8	4	9

Remark : Input edited as per above 3.2.1 metric

### 3.2.3 Percentage of teachers recognised as research guides

#### 3.2.3.1. Number of teachers recognized as research guides

Answer before DVV Verification : 11

Answer after DVV Verification: 8

### 3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

#### 3.2.4.1. Number of departments having Research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	3	1	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	3	1	2

#### 3.2.4.2. Number of departments offering academic programmes

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
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15	15	15	15	15
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

Remark : Input edited as per given documents compared with 3.2.1 metric.

**3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.**

**3.3.2.1. Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
39	17	22	10	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
39	17	21	8	7

Remark : Input edited as per given list of workshops and seminar, excluding personal development class, career building class, and Industrial visit.

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years**

3.4.2.1. How many Ph.Ds are registered within last 5 years

Answer before DVV Verification : 20

Answer after DVV Verification: 19

3.4.2.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 11

Answer after DVV Verification: 8

Remark : Input edited as per given HEI clarification response.

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

3.4.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
44	18	54	29	23

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
44	16	54	26	21

Remark : Input edited as per given data template ISBN not consider here.

#### 3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

##### 3.4.4.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	23	21	29	16

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	17	18	23	15

Remark : Input edited as per given data template, considering only the books having ISBN, ISSN not consider here

#### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

##### 3.6.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	8	13	4	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : Input edited as per given certificates. HEI not provide any awards related to the extension activities.



4.1.3	<p><b>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</b></p> <p><b>4.1.3.1. Number of classrooms and seminar halls with ICT facilities</b> Answer before DVV Verification : 83 Answer after DVV Verification: 24</p> <p>Remark : Input edited as per given geo-tagged photos, considering only classroom with ICT-enabled facilities</p>																				
4.1.4	<p><b>Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)</b></p> <p><b>4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)</b> Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>75.43</td><td>341.58</td><td>109.41</td><td>41.9</td><td>72.03</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>75.43</td><td>7.39014</td><td>5.78620</td><td>8.02798</td><td>25.00656</td></tr></table> <p>Remark : Input edited as per given HEI clarification documents.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	75.43	341.58	109.41	41.9	72.03	2020-21	2019-20	2018-19	2017-18	2016-17	75.43	7.39014	5.78620	8.02798	25.00656
2020-21	2019-20	2018-19	2017-18	2016-17																	
75.43	341.58	109.41	41.9	72.03																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
75.43	7.39014	5.78620	8.02798	25.00656																	
4.2.3	<p><b>Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</b></p> <p><b>4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)</b> Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>2.77</td><td>5.21</td><td>5.0</td><td>5.26</td><td>7.66</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>1.02399</td><td>0.99187</td><td>2.06465</td><td>2.06701</td><td>3.31859</td></tr></table> <p>Remark : Input edited as per given HEI clarification documents, Library equipments and periodicals cannot be considered</p>	2020-21	2019-20	2018-19	2017-18	2016-17	2.77	5.21	5.0	5.26	7.66	2020-21	2019-20	2018-19	2017-18	2016-17	1.02399	0.99187	2.06465	2.06701	3.31859
2020-21	2019-20	2018-19	2017-18	2016-17																	
2.77	5.21	5.0	5.26	7.66																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1.02399	0.99187	2.06465	2.06701	3.31859																	
4.4.1	<p><b>Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years</b></p>																				

**4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
52.58	50.97	48.74	66.83	60.31

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
52.58	50.97	48.74	66.83	60.31

**5.1.4 Average percentage of students benefitted by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.****5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2230	2191	2278	2290	2410

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2325	2191	2278	2290	2381

**6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.****6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
61	54	30	36	19

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
26	22	16	16	14

**6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.**

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
42	20	23	26	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
39	20	23	25	14

Remark : Input edited as per given HEI clarification response

6.3.4

**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**6.3.4.1. Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
92	72	19	17	22

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
70	47	16	15	20

7.1.4

**Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: B. 3 of the above

Remark : Input edited as per observation response.

7.1.5

**Green campus initiatives include:**

1. Restricted entry of automobiles

2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

Answer before DVV Verification : A. Any 4 or All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Input edited as per observation response.

## 2.Extended Profile Deviations

ID	Extended Questions																								
1.1	<b>Number of programs offered year-wise for last five years</b>  Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>28</td><td>27</td><td>27</td><td>27</td><td>27</td></tr></table>  Answer After DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>28</td><td>27</td><td>27</td><td>27</td><td>27</td></tr></table>					2020-21	2019-20	2018-19	2017-18	2016-17	28	27	27	27	27	2020-21	2019-20	2018-19	2017-18	2016-17	28	27	27	27	27
2020-21	2019-20	2018-19	2017-18	2016-17																					
28	27	27	27	27																					
2020-21	2019-20	2018-19	2017-18	2016-17																					
28	27	27	27	27																					
2.3	<b>Number of students appeared in the examination conducted by the Institution, year-wise during the last five years</b>  Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>2319</td><td>2287</td><td>2348</td><td>2402</td><td>2515</td></tr></table>  Answer After DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>2287</td><td>2250</td><td>2320</td><td>1632</td><td>848</td></tr></table>					2020-21	2019-20	2018-19	2017-18	2016-17	2319	2287	2348	2402	2515	2020-21	2019-20	2018-19	2017-18	2016-17	2287	2250	2320	1632	848
2020-21	2019-20	2018-19	2017-18	2016-17																					
2319	2287	2348	2402	2515																					
2020-21	2019-20	2018-19	2017-18	2016-17																					
2287	2250	2320	1632	848																					
2.4	<b>Number of revaluation applications year-wise during last five years</b>  Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>110</td><td>194</td><td>112</td><td>108</td><td>3</td></tr></table>  Answer After DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>171</td><td>392</td><td>232</td><td>179</td><td>3</td></tr></table>					2020-21	2019-20	2018-19	2017-18	2016-17	110	194	112	108	3	2020-21	2019-20	2018-19	2017-18	2016-17	171	392	232	179	3
2020-21	2019-20	2018-19	2017-18	2016-17																					
110	194	112	108	3																					
2020-21	2019-20	2018-19	2017-18	2016-17																					
171	392	232	179	3																					

3.1

Number of courses in all programs year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
727	707	699	702	708

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
938	917	917	917	917

3.2

Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
122	123	124	124	124

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
120	121	122	122	122

4.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
233	222	223	228	223

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
227	221	221	221	221