



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		STJOSEPH'S COLLEGE
Name of the head of the Institution		George V Thomas
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04862-252043
Mobile no.		9447102353
Registered Email		sjcmoolamattom@gmail.com
Alternate Email		iqacsjcm@gmail.com
Address		Arakulam (P.O)
City/Town		Idukki
State/UT		Kerala
Pincode		685591
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Joseph George
Phone no/Alternate Phone no.	04852855271
Mobile no.	9447001012
Registered Email	josephgeorgesjc@gmail.com
Alternate Email	iqacsjcm@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.stjosephscollegemoolamattom.org/IQAC.aspx
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.stjosephscollegemoolamattom.org/Downloads/Academic_Calendar_2018_19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	78.00	2005	28-Feb-2005	27-Feb-2010
2	B	2.82	2012	15-Sep-2012	14-Sep-2017
3	A	3.12	2018	16-Aug-2018	15-Aug-2023

6. Date of Establishment of IQAC	06-Jul-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Staff Orientation Programme	22-Jun-2018 1	55
Seminar on IPR	29-Mar-2019 1	60
Annual Alumni Meet	26-Dec-2018 1	148
Institution Innovation Council	13-Sep-2018 1	30
Electoral Literacy Club	13-Nov-2018 1	270
Orientation programme for fresher	18-Jul-2018 2	350
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
St. Joseph's College, Moolamattom	Not Available	UGC	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	20000
Year	2018

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

1) Conducted Orientation Programme for the Staff

2) Conducted Seminar on Intellectual Property Right

3) Brought out Inter-Disciplinary Inter-Collegiate Research Journal

4) Made Departments to sign MoUs with National/International Organizations

5) Established Institution Innovation Council to foster Innovation and Creativity of the Students and organized a trade fair cum sale of the products manufactured by students

[View File](#)**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Conducting Orientation Programme for the Staff	Orientation Programme Conducted
Conducting Seminar on Intellectual Property Right	Seminar conducted for staff and PG students
Bringing out inter-disciplinary intercollegiate Research Journal	inter-disciplinary intercollegiate Research Journal published
Encourage departments to organize National/International Seminars	Two departments organized National Seminar and two Departments conducted International Seminars
Signing MoUs with various National and International Organizations	Two departments signed MoUs with two International Organizations
PostGraduate students should be trained to write NET/CSIR Exam	Two PG students cleared NET exam in English Literature
Faculty members are to be encouraged to present papers in National/ International Seminars	Few faculty members presented papers in National/ International Seminars
Add-on and Enrichment Courses should be initiated in the department level	Department of English initiated Add-on course in Creative Writing and Certificate Course in Graphic Designing
Communication Skill should be imparted to the students	Communication skills in English was imparted to all the students in the first year Degree programme
Innovation Initiatives should be established in the college	The college got enrolled in the Young Innovators Programme (YIP), Govt. of Kerala and an Institution Innovation Council was established in the College
Electoral Literacy should be imparted	An Electoral Literacy Club was

to the students	instituted in the college				
Placement drives should be initiated in the on-campus mode	Placement drives were conducted and about forty students were placed				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Staff Council</td> <td style="text-align: center;">27-Jun-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Staff Council	27-Jun-2019
Name of Statutory Body	Meeting Date				
Staff Council	27-Jun-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	12-Jul-2019				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	20-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information System (MIS) The college has a well developed and effective Management Information System. It is designed in such a way that every department has their representatives in the IQAC who take the crucial decisions and communicate them to the faculty members of each department. Hence the decisions taken in the IQAC meetings are easily communicated to the staffs of the institution. IQAC makes its presence felt in the formation of the academic calendar of the departments in general and the academic calendar of the Institution in particular at the outset of every academic year. It also monitors the implementation of the programmes chocked out by each department. Departments, clubs and forums are directed to send the report and relevant documents to the IQAC after the execution of each programme. The documents submitted in the hard medium are filed and the soft medium is</p>				

stored in digital form. Besides, IQAC maintains a register in the Principal's room for documenting the programmes conducted by various departments and clubs. The IQAC is constituted in accordance with the guidelines of NAAC hence a student representative is an inevitable component of the constitution of IQAC. The student representative acts as a buffer between IQAC and the student community. Apart from the information communication system prevalent in the IQAC, the college has a Staff Council comprising the Head of the Departments, Librarian, and Office Superintendent and headed by the College Principal. Crucial decisions are taken in the Staff Council which will then be communicated in the Staff Meeting in which the decisions are communicated, debated and approved. In addition to the common Staff council meeting which is usually convened after the Staff Council meeting, every department convenes a staff meeting in the department level and decisions pertinent to the department concerned are discussed and if there arise matters which should be communicated to the IQAC or Staff Council, the Head of the Department brings them to the attention of the same. The college Management communicates its policies and priorities through the Management representative who acts as the financial administrator of the college. The Management representative communicates the policies of the Management to the Principal and also makes his presence felt in the IQAC. Hence, the communication from the Management is effectively transferred to the college community. In addition to that, the college office communicates the information pertinent to various departments through digital medium and the communication from the departments to the College office also takes place in the same medium.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College follows the curriculum and the academic calendar prescribed by the affiliated University. As per the curriculum, the College prepares an Academic Calendar every year in tandem with the University norms. Besides, at the inception of every academic year, every department submits an academic calendar of its own. The IQAC ensures the conduct of the programmes stipulated by each department in their academic calendar. The college systematically monitors the performance of every student to deliver proper guidance. Two internal exams are conducted each semester. The monitoring process is done through periodic evaluation of performance through assignments, seminars, weekly tests, internal exams and timely and proper consolidation and documentation of their marks. Ten students are allotted to each teacher to provide mentorship. Based on the analysis of the performance data, each student is given appropriate guidance to ensure their optimal performance. The college offers support to weak students in the form of remedial courses. Bridge courses are offered to recent adopters of their streams of study to compensate for their lack of expertise in those subjects. In addition to the individual attention provided to the students based on their performance, the college also provides SSP(Scholar Support Programme), ASAP (Additional Skill Acquisition Program) and WWS (Walk With a Scholar) - three student support programmes sponsored by the Govt. of Kerala. SSP caters to weak performers while ASAP and WWS provide additional guidance to the best performers. Eligible students are selected for the aforementioned programmes based on the analysis of performance data aggregated by the college. Students admitted to these programmes are given special guidance during the three consecutive years of their program. Furthermore, the college encourages students to enroll themselves in various MOOC courses and other online certificate courses related to their areas of study to equip themselves with the ability to make use of various online sources of learning. The college library is efficacious and is equipped with OPAC which facilitates access to the INFLIBNET. Multimedia rooms are set up in key departments to provide efficient dissemination of information, especially in interdisciplinary subjects. The college offers tutorials and training on various popular application software like MS Office, Tally etc. and Desk-Top Publishing, some of which are certificate courses. The students are provided soft skill training.. Moreover, the college hosts several national and institutional. The grievance redressal system is an effective three-tier mechanism. In the initial stage, an aggrieved student is to approach the tutors. If the problem is not resolved, the student can intimate the Head of the Department. On further persistence of the grievance, the student can directly communicate with the Principal. Furthermore, provisions are provided to bring grievances directly to the notice of the Principal via a complaint box placed outside the Principal's office. The college maintains objectivity and transparency while conducting the internal exams and consolidating the internal marks which are displayed on the notice board. After the settlement of grievances, the internal marks are uploaded to the University website upon intimation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Add On Certificate Course in Creative Writing	Nil	16/08/2018	30	Journalism and Content Writing	Writing skill and Versatility
Add On Certificate Course in	Nil	12/11/2018	30	Web Designing and	Creativity

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Not Applicable	01/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Chemistry	06/06/2018
BA	Economics	06/06/2018
BSc	Mathematics	06/06/2018
BA	English Literature	06/06/2018
BSc	Physics	06/06/2018
BBM	Management	06/06/2018
BBA	Business Administration	06/06/2018
BCom	Computer Applications	06/06/2018
BCom	Taxation	06/06/2018
MA	English	06/06/2018
MSW	MSW	06/06/2018
MCom	Finance	06/06/2018
MSc	Chemistry	06/06/2018

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

	Certificate	Diploma Course
Number of Students	56	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communication and Life Skill Training	06/08/2018	79
Interactive Skill Development	23/07/2018	15
Life Skill Training for Women	15/09/2018	30
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSW	Medical and Psychiatry,	48

	Family and Child-welfare, Community Development	
MCom	Finance	72
BCom	Computer Applications	126
BCom	Taxation	36
BBA	Business Administration	79
BBM	Business Management	114
MSW	Medical and Psychiatry, Family and Child-welfare, Community Development	19
BA	Economics	38
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The college is keen on assessing the feedbacks of its stakeholders namely parents, alumni, employers, students and teachers. After receiving the feedbacks in the structured format, the IQAC analyses them and it is then intimated to the staff council and the management for further actions. The Institution collects curriculum feedback from parents on the occasion of semesterwise PTA meeting, Departmentwise PTA meeting and during the Annual General PTA meeting. Parents suggest their opinions regarding the classroom environment, teachers approach, academic growth and initiatives undertaken to nurture aptitude for research. The parental feedback is collected in the form of questionnaire with a four grade rating scale. With regard to the classroom environment, parents pointed out that the teachers are friendly, resourceful and interactive in teaching learning process. In the area of academic growth, the newly introduced courses and the academic records with University ranks were instances of steady growth. The feedback shed light on the smooth and organized service rendered by the institution. To make the curriculum more effective, the college collected feedback from alumni on the occasion of annual Alumni Meeting on December 26 every year. Alumni analyzed how their syllabus and curriculum are helpful in their workplace and the applicability of the syllabus. The key suggestions put forward by the alumni are enhanced net browsing facility for students, industry oriented projects, special training classes and improvement in Research and Development. Employers suggested that soft skills like communication skills, presentation skills should be inculcated in students through special training from the commencement of the course. As a response to their suggestions, the college started certificate programs like Communication and Life Skill Training and Interactive Skill Development. Curriculum feedbacks were collected from the outgoing students on the completion of their courses on matters of the depth of the syllabus content, relevance of the content, applicability of the topics etc. At the end of the</p>

academic year every department collect student's feedback regarding their syllabus in the form of a questionnaire consisting of 10 questions. Responses indicated that students felt that the curriculum was knowledgeable. They also suggested that the curriculum helps to make them skilled and employable. A faculty committee was constituted to analyze the efficacy of the curriculum. They collected feedback regarding the curriculum and an analysis report was drafted. The institution is an affiliated college, it has no direct role in the designing of the syllabus, but various teachers of the College, who were members in the various Boards of Studies and Syllabus Revision Committees, and other teachers who participated in the Syllabus Revision Workshops conducted by the University, addressed the opinions and concerns of the stakeholders in these workshops. These were taken into consideration in the design of the new curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics	24	22	21
BSc	Mathematics	24	25	24
BBM	Management Studies	40	42	40
BA	Economics	48	50	48
BA	English(V)-Copy Editor	30	32	30
BCom	Computer Application	66	68	66
BCom	Taxation	40	42	40
BBA	Business Administration	50	52	50
BSc	Chemistry	36	33	33
MSc	Chemistry	12	13	12
MCom	Finance	36	36	35
MA	English Language and Literature	19	21	19
MSW	Medical and Psychiatric, Child and Family Welfare	30	32	30

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses
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			courses	courses	
2018	948	161	29	4	31

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
64	39	57	9	1	7
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system of the institution has been functioning efficiently since the introduction of the system. Students are divided into groups of 10 and one teacher is allotted to each group from the respective departments. Basically, the mentoring process involves meeting each student personally and being ready to listen. The subject matter varies from study topics to personal matters that the students wish to share. A student mentoring record is maintained by each other. Details of sessions of mentoring are recorded in this and mentees are required to give their signature after each session. Basic information regarding a student (residential address, phone number, family details etc.) is collected by each mentor. Date, time, session summary and signatures of mentor and mentees are mandatory details to be mentioned in the student mentoring record. The student mentoring record is periodically checked and signed by the head of the department and the principal. Along with matters related to academics, chief interests of mentees are also considered by the mentor. Life goals can also be shared in mentoring sessions and proper guidelines are given by mentors in order to motivate students. Mentoring enables students to share their hopes as well as anxieties with their respective mentors. Students who experience difficulties during the learning procedure are given special guidance through mentoring. Career guidance can also be effectively imparted during mentoring. After each mentoring session, measures are adopted to enhance the skills of mentees. Questions about their approach to learning gains importance in all mentoring sessions. Along with that, development of soft skills in mentees is also a major concern. Mentoring sessions can also be helpful in sharing knowledge. Mentees can always seek guidance from mentors in significant matters. The mentor also helps students in identifying the hindrances to a successful life and corrects them. Possible solutions to do away with hindrances are discussed with the mentees in a friendly manner. In the subsequent sessions, questions on improvement are raised by the mentors. Students are also given the option to maintain their privacy if they choose not to disclose much details. The mentees are made aware of the opportunities available during the academic period so that they can use such opportunities for bettering their competitive capacity. Mentoring is also a platform for the mentees to share their viewpoints regarding significant matters. This is listened, analysed and discussed by the mentor. Mentees can also report their grievances to the mentor, who might be able to offer a solution. Artistic talents of mentees are also discussed and steps are taken by mentors to promote such skills. For those who lack a clear ambition, a sense of direction is created by the mentors. In addition to the internal mentors, the service of external mentors are also sought by the institution. Mentoring in this institution is based on the notion that careful moulding of the young generation enables the creation of a better world. Mentoring is conducted multiple times in an academic year.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1109	64	1 : 17

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
64	25	39	39	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Not Applicable	Associate Professor	No data available
2018	Not Applicable	Assistant Professor	No data available
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	PH	2	02/08/2018	16/03/2019
BSc	PH	6	01/04/2019	29/04/2019
BSc	MM	2	02/08/2018	16/03/2019
BSc	MM	6	01/04/2019	29/04/2019
BBM	BM	2	02/08/2018	20/03/2019
BBM	BM	6	01/04/2019	29/04/2019
BA	EC	2	02/08/2018	23/03/2019
BA	EC	6	01/04/2019	29/04/2019
BA	EN	2	02/08/2018	11/03/2019
BA	EN	6	01/04/2019	29/04/2019
BCom	CO(V)	2	02/08/2018	11/03/2019
BCom	CO(V)	6	01/04/2019	29/04/2019
BCom	CO	2	02/08/2018	11/03/2019
BCom	CO	6	01/04/2019	29/04/2019
BBA	BA	2	02/08/2018	20/03/2019
BBA	BA	6	01/04/2019	29/04/2019
BSc	CH	2	02/08/2018	16/03/2019
BSc	CH	6	01/04/2019	29/04/2019
MSc	CH	2	24/09/2018	02/05/2019
MSc	CH	4	10/06/2019	31/08/2019
MCom	CM	2	24/09/2018	10/05/2019
MCom	CM	4	10/06/2019	24/09/2019
MA	EN	2	24/09/2018	14/03/2019
MA	EN	4	10/06/2019	10/10/2019
MSW	SW	2	24/09/2018	10/05/2019
MSW	SW	4	10/06/2019	24/09/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation (CIE) system at the institutional level is adhered to the guidelines implemented by the University. The guidelines for the continuous and comprehensive evaluation decided by the University are incorporated in the syllabus. The yardstick of the evaluation includes attendance, assignment/seminar/viva and the score secured in the internal exam. In the case of attendance and internal exam, the institution meticulously follows the academic calendar of the University. Internal examinations are conducted twice a semester. Class wise PTAs are conducted within ten days after the issuance of the answer scripts in order to inform the parents about the performance of their children. As per the department schedule, weekly tests are conducted. Marks of the weekly tests are recorded and the parents can assess the improvement of the students with the mark registers kept in the departments. As per the University regulation, a minimum of seventy five percentage of attendance is mandatory to appear for the University examination. The University has designed the internal mark in such a manner that 10 marks is allotted for internal examination and five each for assignment/project/viva voce and attendance. Seminars and assignments are objectively analyzed and marks are allotted. The division of internal marks is conveyed to the students well in advance. Based on the individual score secured in the internal exam, along with the marks received for assignment and attendance, internal evaluation report is prepared and uploaded to the University website for including them in the end semester marks. Apart from the stipulations prescribed by the University for internal assessment, the College adopts various parameters to assess the performance quality of the students. In addition to the individual performance observed by mentors, end semester results of the university exams are taken into consideration. A regular track of the cocurricular activities is maintained and that too contributes to the evaluation of student excellence. In addition, the College has constituted a highly motivating Student of the Year Award separately to boys and girls for their overall performance.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar encompasses all the significant activities of the Academic year. Prior to the beginning of every academic year, the University publishes the academic calendar detailing the schedule of its various activities such as date of admission, examinations, holidays etc. through its website. The College prepares the academic calendar in tandem with the University calendar. The Calendar specifically mentions the reopening dates of the UG and PG courses along with the dates of commencement of first year UG and PG classes. A tentative schedule of internal exams of each semester as well as the university exams are provided in the calendar along with the possible semester breaks. The College takes keen interest in the observance of the Days of National and International importance and are mentioned in the Calendar. The Academic calendar also includes the prescheduled programmes of departments.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.stjosephscollegemoolamattom.org/Downloads.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
PH	BSc	Physics	17	13	76
MM	BSc	Mathematics	22	21	95
BM	BBM	Management Studies	39	29	74
EC	BA	Economics	40	28	70
EN	BA	English	22	14	64
CO(V)	BCom	Computer Application	62	21	34
CO	BCom	Taxation	36	18	50
BA	BBA	Business Administration	30	17	57
CH	BSc	Chemistry	33	26	79
CH	MSc	Chemistry	11	11	100
CM	MCom	Finance	36	15	42
EN	MA	English	17	12	71
SW	MSW	Medical and Psychiatric, Child and Family Welfare	18	12	67
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.stjosephscollegemoolamattom.org/IOAC.aspx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	Not Applicable	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Various Aspects of Intellectual Property Rights	IQAC, BBM and PG Departments	29/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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Best paper Award	Femina K S	Swadeshi Science Congress	09/11/2018	Research Scholar
Best Staff Coordinator of students Initiative in Palliative care unit	Prince J. Mathew	DMO, Idukki	18/03/2019	Student Initiative
Best Unit Award	Palliative Care Unit, St. Josephs College, Moolamattom	DMO, Idukki	18/03/2019	Student Initiative
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Innovation and Incubation Centre, St. Josephs College, Moolamattom	Innovation and Incubation Centre, St. Josephs College, Moolamattom	Management	Student Research Initiative	Promoting Students publication	08/11/2018
Innovation and Incubation Centre, St. Josephs College, Moolamattom	Innovation and Incubation Centre, St. Josephs College, Moolamattom	Management	Power point competition on student startup	Innovation and Incubation Centre St. Josephs College, Moolamattom	04/02/2019
Innovation and Incubation Centre, St. Josephs College, Moolamattom	Innovation and Incubation Centre, St. Josephs College, Moolamattom	Management	Exhibition cum sale and competition of hand craft and home made food items	Innovation and Incubation Centre St. Josephs College, Moolamattom, Entrepreneurship club and Women cell	04/02/2019
Innovation and Incubation Centre, St. Josephs College, Moolamattom	Innovation and Incubation Centre, St. Josephs College, Moolamattom	College union	Food fest	To promote management skills and healthy food habits	11/02/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	4	03
National	Physical Education	1	7.89
International	Social Work	3	5.2
National	English	2	1
National	Social Work	1	3
International	Physics	1	1
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry Book International	1
Interdisciplinary Book National	1
Malayalam Book National	1
Chemistry Book Chapter International	1
Interdisciplinary Book Chapters National	12
English Book Chapter National	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Fabrication of interpenetrating polymer networks of SBR and PMMA with nanodomains	George V. Thomas	Materials Today Proceedings (Elsevier)	2019	4	Research and postgraduate Department of Chemistry, St. Josephs College, Moolamattom	3
Transport	George V.	Materials	2018	5	Research	4

of MMA through SBR for fabrication of IPN based on crosslinked SBR and PMMA	Thomas	Science and Engineering (IOP)			and postgraduate Department of Chemistry, St. Josephs College, Moolamattom	
Catalytic activities of green synthesized silver and gold nanoparticles	Ebey P. Koshy	Materials Today Proceedings (Elsevier)	2019	5	Department of Chemistry, St. Josephs College, Moolamattom	4
Microwave aided plant reduced gold nanoparticles as talented dye degradation catalyst	Ebey P. Koshy	Scientia Iranica	2018	4	Department of Chemistry, St. Josephs College, Moolamattom	3
Catalytic activities of green synthesized silver and gold nanoparticles	Sijo Francis	Materials Today Proceedings (Elsevier)	2019	5	Department of Chemistry, St. Josephs College, Moolamattom	4
Microwave aided plant reduced gold nanoparticles as talented dye degradation catalyst	Sijo Francis	Scientia Iranica	2018	4	Department of Chemistry, St. Josephs College, Moolamattom	3
Fabrication of interpenetrating polymer networks of SBR and PMMA with nanodomains	Jose James	Materials Today Proceedings (Elsevier)	2019	4	Research and postgraduate Department of Chemistry, St. Josephs College, Moolamattom	3

Transport of MMA through SBR for fabrication of IPN based on crosslinked SBR and PMMA	Jose James	Materials Science and Engineering (IOP)	2018	5	Research and postgraduate Department of Chemistry, St. Josephs College, Moolamattom	4
Modern trends of information and communication technology (ICT) in teaching and learning	Thomas George	Kaav international journal of Economics, Commerce and Business Management	2018	5	St. Josephs College, Moolamattom	5
Uncovering gifts through rhythmic support: the music therapy with person with dementia	Mathew Joseph Kanamala	International Journal of Humanities and Social Science Research	2018	5	Department of Social Work, St. Josephs College, Moolamattom	4
Design and technology for enhancement of quality of life of person with dementia: New care pathways	Mathew Joseph Kanamala	International journal of academic research and development	2018	6	Department of Social Work, St. Josephs College, Moolamattom	2
Learning to live with dementia supporting people to live at home with dementia	Mathew Joseph Kanamala	International Journal of Applied Research	2018	5	Department of Social Work, St. Josephs College, Moolamattom	3
To disclose or not to disclose? The benefits	Mathew Joseph Kanamala	Indian Journal of Gerontology	2019	4	Department of Social Work, St. Josephs College, Moolamattom	3

and risk of person with dementia: A journey through research literature						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Fabrication of interpenetrating polymer networks of SBR and PMMA with nanodomains	George V. Thomas	Materials Today Proceedings (Elsevier)	2019	6	3	Research and postgraduate Department of Chemistry, St. Josephs College, Moolamattom
Transport of MMA through SBR for fabrication of IPN based on crosslinked SBR and PMMA	George V. Thomas	Materials Science and Engineering (IOP)	2018	6	4	Research and postgraduate Department of Chemistry, St. Josephs College, Moolamattom
Catalytic activities of green synthesized silver and gold nanoparticles	Ebey P. Koshy	Materials Today Proceedings (Elsevier)	2019	4	4	Department of Chemistry, St. Josephs College, Moolamattom
Microwave aided plant reduced gold nanoparticles as talented dye degradation catalyst	Ebey P. Koshy	Scientia Iranica	2018	4	3	Department of Chemistry, St. Josephs College, Moolamattom
Catalytic activities	Sijo Francis	Materials Today Proc	2019	3	4	Department of

of green synthesized silver and gold nanop articles		eedings (Elsevier)				Chemistry, St. Josephs College, Moolamattom
Microwave aided plant reduced gold nanop articles as talented dye degradation catalyst	Sijo Francis	Scientia Iranica	2018	3	3	Department of Chemistry, St. Josephs College, Moolamattom
Fabrication of interpenetrating polymer networks of SBR and PMMA with nanodomains	Jose James	Materials Today Proceedings (Elsevier)	2019	3	3	Research and Postgraduate Department of Chemistry, St. Josephs College, Moolamattom
Transport of MMA through SBR for fabrication of IPN based on crosslinked SBR and PMMA	Jose James	Materials Science and Engineering (IOP)	2018	3	4	Research and Postgraduate Department of Chemistry, St. Josephs College, Moolamattom
Modern trends of information and communication technology (ICT) in teaching and learning	Thomas George	Kaav international journal of Economics, Commerce and Business Management	2018	5	5	St. Josephs College, Moolamattom
Uncovering gifts through rhythmic support: the music therapy with person with	Mathew Joseph Kanamala	International Journal of Humanities and Social Science Research	2018	4	4	Department of Social Work, St. Josephs College, Moolamattom

dementia						
Design and technology for enhancement of quality of life of person with dementia: New care pathways	Mathew Joseph Kanamala	International journal of academic research and development	2018	4	2	Department of Social Work, St. Josephs College, Moolamattom
Learning to live with demen-tiasupporting people to live at home with dementia	Mathew Joseph Kanamala	International Journal of Applied Research	2018	4	3	Department of Social Work, St. Josephs College, Moolamattom
To disclose or not to disclose? The benefits and risk of person with dementia: A journey through research literature	Mathew Joseph Kanamala	Indian Journal of Gerontology	2019	4	3	Department of Social Work, St. Josephs College, Moolamattom
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	16	5	5
Presented papers	2	10	0	0
Resource persons	0	2	1	6
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
National Seminar on	Department of	5	81

Laws and rules regulating practices and procedures of legislative bodies in Indian Democracy	Management Studies/Human Rights Education Club, St. Joseph's College, Moolamattom Institute of Parliamentary Affairs, Govt. of Kerala		
Flood Relief Activity	Child Welfare Committee Alappuzha and Department of Social work, St. Joseph's College, Moolamattom	4	30
Flood Relief Activity	NCC and NSS in collaboration with Arakulam GramaPanchayath	7	100
Community invention Programme	Women cell St. Joseph's College, Moolamattom in collaboration with Kerala State Women's Development Corporation Ltd.	2	25
Anti tobacco Campaign	NSS, St. Joseph's College, Moolamattom in collaboration with National Health Mission, Gov. of Kerala	2	200
Familiarization of instrument facilities	Department of Chemistry in collaboration with Dr. Siby Joseph Memorial Charitable Trust	5	35
Traffic awareness and sign board cleaning	Tourism Club in collaboration with Dr. Siby Joseph Memorial Charitable Trust	1	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Flood Relief	Recognition	Child Welfare Committee, Alapuzha	30
Palliative Care	Best unit in Idukki	DMO, Idukki	50

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness programme on Alzheimer Disease	Department of Social work, St. Joseph's College, Moolamattom	Street play	4	60
Awareness programme on AIDS	Red Ribbon Club Department of Social work, St. Joseph's College, Moolamattom	Flash Mob followed by Awareness Talk	4	150
Awareness programme on Antinarcotics	Department of Social work, St. Joseph's College, Moolamattom	Skit	4	120
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research	Prof. Sabu Thomas, IIUCNN, SCS, MG University, Kottayam	UGC 12th Plan	4
Research	Prof. Beena Mathew, SCS, MG University, Kottayam	UGC 11th and 12th Plan	9
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Chemistry M.Sc Project	Sharing of research facilities	Pavanatma College Murickassery	31/12/2018	19/04/2019	2
MSW Internship	Human Resource Sharing	NGOs	01/11/2018	24/11/2018	30

Project work	Industrial Exposure	Maharani Textiles, Thodupuzha	31/12/2018	08/03/2019	5
Project work	Industrial Exposure	Brulant Power PvtLtd., Thodupuzha	31/12/2018	08/03/2019	5
Project work	Industrial Exposure	Guardian Controls Ltd., Thodupuzha	31/12/2018	08/03/2019	4
Project work	Industrial Exposure	Leaf Resort, Munnar	31/12/2018	08/03/2019	1
Project work	Industrial Exposure	Sandhya Development Society, Kodumpidy	31/12/2018	08/03/2019	5
Project work	Industrial Exposure	Jocyt Aerospace, Olamattom	31/12/2018	08/03/2019	3
Project work	Industrial Exposure	Malankara Rubber Factory, Mrala	31/12/2018	08/03/2019	5
Project work	Industrial Exposure	Asco Curry powder, Thodupuzha	31/12/2018	08/03/2019	5
Project work	Industrial Exposure	Fruitoman's, Muvattupuzha	31/12/2018	08/03/2019	2
Project work	Industrial Exposure	Milky white ice Creams	31/12/2018	08/03/2019	2
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Between Department of Chemistry, Alphonsa College, Pala and Department of Chemistry, Joseph's College, Moolamattom	16/08/2018	Sharing of instrumental facilities, Seminars, research, conferences and workshops	400
Between Department of Chemistry, St. George's College, Aruvithura and Department of Chemistry, St. Joseph's	16/08/2018	Sharing of instrumental facilities, Seminars, research, conferences and workshops	300

College, Moolamattom			
Between Waymarks, UK and Department of Social Work, Joseph's College, Moolamattom	10/01/2019	Exchange of information, culture, students, resources	200
Between Waymarks, UK and Department of English, Joseph's College, Moolamattom	10/12/2018	Joint Academic activities, and Collaborative research	200
Between Dimensions, UK and Department of Social Work, Joseph's College, Moolamattom	10/01/2019	Joint Academic activities, and Collaborative research	210
Between Dimensions, UK and Department of English, Joseph's College, Moolamattom	10/01/2019	Exchange of information, culture, students, resources	210
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
18	18.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e library solutions	Partially	1.1.124	2014
e library solutions	Partially	1.1.125	2015
e library solutions	Partially	1.1.127	2016
e library solutions	Partially	1.1.128	2017
e library solutions	Partially	1.1.129	2018
e library solutions	Partially	1.1.134	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17385	4374202	668	40385	18053	4414587
Reference Books	1854	493200	493	39278	2347	532478
e-Books	3135000	2950	50	2950	3135050	5900
Journals	33	50200	0	0	33	50200
e-Journals	6000	2950	0	2950	6000	5900
Digital Database	2	0	0	0	2	0
CD & Video	147	0	0	0	147	0
Library Automation	4	20150	1	3300	5	23450
Weeding (hard & soft)	484	11476	0	0	484	11476
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Not Applicable	Not Applicable	Not Applicable	31/05/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	122	4	3	4	1	5	9	20	0
Added	6	0	0	1	0	0	0	30	0
Total	128	4	3	5	1	5	9	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video Conferencing	https://www.youtube.com/watch?v=3oJZiIoou8Q
Smart Board	https://www.youtube.com/watch?v=3oJZiIoou8Q
Handy cam with tripod	https://www.youtube.com/watch?v=3oJZiIoou8Q
DSLR Camera	https://www.youtube.com/watch?v=3oJZiIoou8Q

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6	6.18	12	12.32

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The College Governing Body comprising of the Manager, Financial Administrator and the Office Superintendent in consultation with the IQAC makes policies for the maintenance and augmentation of physical, academic and support facilities. The custodian of each facility runs regular quality checks and carries out timely maintenance to ensure the smooth run of the College. Laboratory: Lab equipments are regularly examined and repaired to ensure performance and accuracy. Maintenance funds procured from State/Central Governments and the UGC are utilized for the upkeep of specified items. The maintenance expenses that are not specified above are met by the Management and PTA. Electrically sensitive equipments are provided with necessary back up to ensure steady functioning and to safeguard against voltage fluctuations. In case of disruption in power supply, the diesel generator having a capacity of 20KVA functions as the substitute source. Users register is maintained in the Research Lab to book and use instruments and these are to be used only in the proximity of a supervisor. Language Lab: Department of English has a well established language lab which can be availed by students on rotation basis. It also conducts screening of short films and classical films. Library: Maintenance and utilization of library resources are done through strictly following the library rules. The maximum period of loan for books is 14 days. Periodicals will be lent for one day after 15 days of their arrival. No person shall tear out, write upon or make any mark in any book or article belonging to the library. A book, if damaged or lost by a member, he/ she has to pay a fine at the rate of three times the cost of the book. Library facilities are also open to the students in the neighboring schools. Sports amenities: The Director of Physical Education is in charge of all the sports amenities. A room is kept aside for keeping sports utilities. A Gymnasium is available for students in the College. Time is allotted to students for using the Gym facility. The maintenance of facilities like Ground, Seminar Hall, Auditorium, and

Multipurpose Indoor Stadium with synthetic court etc. is done on time. These facilities can be accessed by the public and the neighboring institutions on prior request. Computers: The College has a System Administrator to oversee the maintenance of the computer systems. Any repairs beyond the scope of the system administrator are taken care of by external agencies. The use of the Central Computer Lab is scheduled as per timetable. Class Room: The Development officer oversees the maintenance of the classroom equipments. The class rooms are rented for Government Exams as per request.

<http://www.stjosephscollegemoolamattom.org/Default.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management	36	80500
Financial Support from Other Sources			
a) National	Postmetric	57	382560
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
(Soft Skill) English	12/06/2018	95	THORIZON, PERUMBAVOOR, KERALA
(Soft Skill) English	13/06/2018	130	DIMENSIONS, UK
(Soft Skill) English	14/06/2018	130	HELEN SANDERSON, UK
(Soft Skill) English	15/06/2018	90	IPCAI, KOTTAYAM
(Soft Skill) BBM	12/07/2018	40	WINGS TO WIN
(Soft Skill) WALK WITH SCHOLAR	18/07/2018	60	DEPT. OF HIGHER EDUCATION, GOVT. OF KERALA
(Soft Skill) ADDITIONAL SKILL ACQUISITION PROGRAMME	25/07/2018	30	DEPT. OF HIGHER EDUCATION, GOVT. OF KERALA
(Soft skill) SCHOLAR SUPPORT PROGRM	27/07/2018	50	DEPT. OF HIGHER EDUCATION, GOVT. OF KERALA
(Soft Skill) COMPUTERIZED ACCOUNTING TALLY	28/07/2018	65	TALLY ACADEMY
(Soft Skill) MICROSOFT EXCEL	28/07/2018	49	ENBRIDG

CERTIFICATION			
REMEDIAL	31/08/2018	336	NIL
LANGUAGE LAB	05/06/2018	58	ETNL SOFTWARE
BRIDGE COURSE	14/08/2018	106	NIL
YOGA	05/06/2018	1158	SOUKHYA YOGA TRAINING CENTER, THODUPUZHA
MEDITATION	05/06/2018	300	SOUKHYA YOGA TRAINING CENTER, THODUPUZHA
PERSONAL COUNSELLING COUNSELLING CELL OF THE COLLEGE	05/06/2018	100	MR. MATHEW KANAMALA, INTERNATIONAL TRAINER
PERSONAL COUNSELLING	05/06/2018	70	SR. GEETHA, FOUNDER FRIENDS OF THE NEEDY, CHENNAI
MENTORING	27/07/2018	937	NIL
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Animation Interior designing	0	78	0	0
2019	Bank Coaching - Team Synergy	0	30	0	0
2019	Advanced Skill Development Programme (GOAN Institute)	0	44	0	9
2019	Microsoft Excel Certification (Enbridg)	49	49	49	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
20	5	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
GOAN INSTITUTE, WIPRO, POPULAR HYUNDAI, HCL	184	36	ESAF, TCS, HDFC BANK, AVT NATURAL PRODUCT, YOUR CHOICE, DIGITAL INDICES, JAB ASSOCIATES, LANTERNA LIGHTS ELECTRICALS, MUTHOOT, SREERAM TRANSPORT, LO IT COMPANY, LOUIS PHILIPPE, PITTAPILLIL AGENCIES, MERCHANT NAVY, BAJAJ FINANCE	36	31
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	3	B.Sc.	MATHEMATICS	NEWMAN COLLEGE, THODUPUZHA	M.Sc. MATHEMATICS
2019	2	B.Sc.	MATHEMATICS	UNIVERSITY COLLEGE OF TEACHER EDUCATION, THODUPUZHA	B.Ed.
2019	1	B.Sc.	MATHEMATICS	SD COLLEGE, KANJIRAPPILLY	M.Sc. MATHEMATICS
2019	1	B.Sc.	MATHEMATICS	ST. GEORGE'S COLLEGE, ARUVITHURA	M.Sc. MATHEMATICS
2019	1	B.Sc.	MATHEMATICS	ST. THOMAS COLLEGE, PALAI	M.Sc. STATISTICS

2019	1	B.Sc.	MATHEMATICS	KRISTU JAYANTHI COLLEGE, BANGALORE	MBA
2019	1	B.Sc.	PHYSICS	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	MSW
2019	1	M.Sc.	CHEMISTRY	CTE COLLEGE, ERATTUPETTA	B.Ed.
2019	2	M.Sc	CHEMISTRY	AL-AZHAR COLLEGE, THODUPUZHA	B.Ed.
2019	2	M.Sc	CHEMISTRY	JPM COLLEGE, LAMBAKKADA	B.Ed.
2019	3	M.Sc	CHEMISTRY	CTE COLLEGE, NEDUMKANDOM	B.Ed.
2019	1	B.Sc.	CHEMISTRY	SANTHIGIRI COLLEGE, VAZHITHALA	MSW
2019	2	B.Sc.	CHEMISTRY	PAVANATMA COLLEGE, MURICKASSERY	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	MES COLLEGE, ALUVA	M.Sc. BIOCHEMISTRY
2019	7	B.Sc.	CHEMISTRY	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	ST. GEORGE'S COLLEGE, ARUVITHURA	M.Sc. FOOD TECHNOLOGY & QUALITY ASSESSMENT
2019	1	B.Sc.	CHEMISTRY	ST. GEORGE'S COLLEGE, ARUVITHURA	B.Ed.
2019	1	B.Sc.	CHEMISTRY	ST. JOSEPH'S COLLEGE, TRICHY	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	DEVAMATHA COLLEGE, KURAVILANGAD	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	MAHARAJAS COLLEGE, ERNAKULAM	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	NEWMAN COLLEGE, THODUPUZHA	M.Sc. CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	MARTHOMA COLLEGE, THIRUVALLA	M.Sc. ANALYTICAL CHEMISTRY
2019	1	B.Sc.	CHEMISTRY	ST. THOMAS	M.Sc.

				COLLEGE, PALAI	CHEMISTRY
2019	3	B.Com. TAXATION	COMMERCE	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	M.Com.
2019	2	B.Com. TAXATION	COMMERCE	IGNOU	M.Com.
2019	1	B.Com. TAXATION	COMMERCE	NIRMALA COLLEGE, MUVATTUPUZHA	MHRM
2019	1	B.Com. TAXATION	COMMERCE	LOGIC INSTITUTE, ERNAKULAM	CMA
2019	1	B.Com. TAXATION	COMMERCE	SREYAS INSTITUTE, KOTTAYAM	CA
2019	1	B.Com. TAXATION	COMMERCE	ICAMS, THODUPUZHA	CA
2019	1	B.Com. (V)	COMMERCE	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	M.Com.
2019	2	B.Com. (V)	COMMERCE	IGNOU	M.Com.
2019	2	B.Com. (V)	COMMERCE	LAKSHYA, ERNAKULAM	CA
2019	1	B.Com. (V)	COMMERCE	ICAMS, THODUPUZHA	CMA
2019	1	B.Com. (V)	COMMERCE	IIRM, HYDERABAD	DIPLOMA IN GENERAL INSURANCE
2019	2	BBM	MANAGEMENT STUDIES	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	MSW
2019	1	B.A.	ENGLISH	ST. DOMINIC COLLEGE, KAN JIRAPPILLY	M.A.
2019	1	BBM	MANAGEMENT STUDIES	MADRAS CHRISTIAN COLLEGE, CHENNAI	MBA
2019	1	BBM	MANAGEMENT STUDIES	SJES COLLEGE OF MANAGEMENT STUDIES	MBA
2019	3	BBM	MANAGEMENT STUDIES	ICAI	CA
2019	1	BBM	MANAGEMENT STUDIES	NEWMAN COLLEGE, THODUPUZHA	M.Com.
2019	1	BBM	MANAGEMENT STUDIES	IGNOU	M.Com.

2019	1	BBM	MANAGEMENT STUDIES	MG UNIVESTITY (DISTANT)	M. Com.
2019	1	BBM	MANAGEMENT STUDIES	VISWAJYOTHI SCHOOL OF MANAGEMENT STUDIES, VAZHAKKULAM	MBA
2019	2	B.Sc.	PHYSICS	EWMAN COLLEGE, THODUPUZHA	M.Sc. PHYSICS
2019	1	B.Sc.	PHYSICS	FATHIMA COLLEGE, KOLLAM	M.Sc. PHYSICS
2019	1	B.Sc.	PHYSICS	MA COLLEGE, KOTHAMANGALAM	M.Sc. PHYSICS
2019	1	B.Sc.	PHYSICS	ST. GEORGE COLLEGE, ARUVITHARA	M.Sc. PHYSICS
2019	1	B.Sc.	PHYSICS	MES, NEDUMKANDAM	M.Sc. PHYSICS
2019	2	B.A.	ENGLISH	ST. JOSEPH'S COLLEGE, MOOLAMATTOM	M.A.
2019	1	B.A.	ENGLISH	BCM COLLEGE, KOTTAYAM	M.A.
2019	5	M.A.	ENGLISH	ST. THOMAS COLLEGE OF TEACHER EDUCATION, THODUPUZHA	B.Ed.
2019	1	B.A.	ECONOMICS	RAJAGIRI SCHOOL OF SOCIAL SCIENCE, ERNAKULAM	MSW
2019	2	B.A.	ECONOMICS	NEWMAN COLLEGE, THODUPUZHA	M.A.
2019	1	B.A.	ECONOMICS	GOVT. COLLEGE, KATTAPANA	M.A.
2019	2	B.A.	ECONOMICS	AL-AZHAR B.Ed. TRAINING COLLEGE, THODUPUZHA	B.Ed.

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	5
SET	1
Any Other	6
View File	

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

Activity	Level	Number of Participants
Ozone day celebration (PPT,Poster/collage, Painting/Pencil Drawing)	Institution	7
Inter collegiate commerce fest	State level	40
All Kerala Quiz Competition for HSS students	State level	10
International Seminar: Fourth Dr. Siby Joseph Memorial National Lecture Series	International	150
Tagore Forum activities Short film screening	Institution	7
Tagore Forum activities Talent Fest	Institution	7
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NCC National CampRank U	National	0	0	171306	Chandhini K.R.
2019	Guinness World Record	Internatio nal	0	0	181517	Arsha Rose Devasia
No file uploaded.						

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

Following the directions of the Government of Kerala, M.G University and Kerala High Court, a Parliamentary system of election is conducted, leading to the formation of a Student Council, namely - the "College Union". The Union has a Chair Person, ViceChairperson (Exclusively reserved for female students), General Secretary, Magazine Editor, two University Union Councilors, two Lady Representatives and Arts Club Secretary besides the Class representatives.

Under the guidance of a teacher Director, the Union organizes various activities such as food fest, arts and sports competitions and various other

programmes. All the clubs, associations and forums have student representatives as secretary and jointsecretary. Executive committees of NSS, NCC, and Women Cell have student executives to coordinate the activities. New Initiatives like Walk With a Scholar (WWS) and Scholar Support Programme (SSP) have student representatives in the Staff Council. With regard to sports, the General Captain is a student representative decided by the Union with the consent of the Physical Education Director. Discipline Committee is constituted with a student representative to voice forth the opinions of the student community.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The College has an active Alumni Association which is not registered. The annual alumni gathering is scheduled on 26th December every year. The date is fixed in order to ensure maximum participation of the members. A number of our alumni have proved their merit in the respective fields of their career. We have not only academicians but also active politicians and social workers. Members of the alumni who are academicians visit the College and deliver lectures to the students on various occasions. In order to show their love and respect to their mentors, Alumni organize various programmes like 'Guruvandanam' during the retirement of faculty and the office staff. Besides the common alumni meeting, Departmentwise alumni meetings are conducted to foster their relation with the Department. The College has constituted a Trust in memory of Dr. Siby Joseph, former Head of the Department of Chemistry who passed away while in service, comprising student alumni, teachers and wellwishers. The Trust organizes Dr. Siby Joseph Memorial Lecture Series every year. Besides, the Trust has instituted scholarships for the toppers in B. Sc. and M. Sc. Chemistry. In association with the Tourism club, the Trust organizes traffic awareness programmes and workshop in trauma care.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Participative Management through Student Centred Activities Student participative programmes are promoted through a network of clubs and organisations like NCC, NSS, Students Council, Nature Club, Tourism Club, Palliative Care, Life Line Club, Red Ribbon club, etc. Days of National importance are commemorated by clubs and forums. As part of Keralapiravi and Mathrubhasha Dinam, Sahityavedhi conducted competitions such as poetry writing, malayali manka, kerala kesari etc. On World Environment Day, NSS and NCC planted tree saplings. NSS and NCC conducted massive Yoga session on International Yoga Day and lead cleaning drive in college on Gandhi Jayanthi. Women's Cell conducts different sessions for students round the year. Music Club celebrated World Music Day on 21 June 2018 by organizing a Duet Competition. To spread awareness about AIDS, Dept of Social Work conducted Flashmob on World AIDS Day.

The NCC unit of the college conducts Blood Donation Programmes every year in association with IMA Thodupuzha unit.. The election, formation, management of the student council is one such platform where participative management is ensured. The Principal, administration and the students collaborate their efforts towards the smooth functioning of the student council. The student council in consultation with the Principal, and the council advisor who is a permanent teaching faculty of the institution conducts diverse programmes like Arts Day, College Day, Sports Day, Ethnic Day, Youth Festival, Food Fest, Tourism Day and Rally, Celebrations like Onam, Christmas, Holi etc exemplifying institutional harmony, and fraternity . Institution -Neighbourhood - Community Interaction Practices Social outreach programmes like house visits, house renovation activities,tribal partnership programmes, street plays and flashmobs on socially relevant issues, poster presentation, awareness class for the public, Surveys etc.conducted in collaboration with various public bodies. NSS units and the students of the departments of Social Work interact with the local community through initiatives like rural camp, village sensitisation programmes, afforestation drives and campaigns .NSS units have contributed to the building of a house in Paththikkamala Tribal Colony as part of the Sukrutham 2018 programme from December 2127. Members of the camp visited Assisi Snehabhavan and interacted with the members and conducted cultural programmes.The institution along with the Government Machinery have contributed in significant scale during the massive flood and landslides in Kerala in July 2018.The college was awarded The Best College in the District of Idukki in the field of Palliative Care instituted by the Health Department, Govt.of Kerala. A flood relief camp was organized by the department of social work at Kainakiry and Alappuzha from 02/09/2018 to 07/09/2018 . During the camp the students and faculties of the department participated in the cleaning drive at Kainakary Panchayath. In the camp 35 fisher men participated in the flood relief process were facilitated by the department. As part of addressing the local disadvantages, the department of social work committed a legal collaboration with Arakulam Panchayath on 23/07/2019 for conducting social survey linking with Kudumbasree, Farmers Club etc. for data collection. Tribal partnership programme have been implemented by the MSW department in tribal colonies in Marayur

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	The Department of Social Work has established student exchange and collaboration with a number of reputed institutions. The participant stake holders are Nightingale Centre for Aging and Alzheimer's Bangalore, Santhi Home Rehabilitation centre Delhi, St. Johns Medical College Bangalore, Fr. Muller's Medical College Mangalore, Pushpagiri Medical College Thiruvalla, Ashwani Hospital Thrissur, LF Hospital Angamaly, Lisie Hospital Kochi, Chaithanya Institute of Medical Health Pune, Chaithanya Institute of Medical Health Pune and Nimhans Bangalore. Every year the teams of students visit

and engage internships with these institutions along with their tutors as part of student exchange programme. Besides this the students avail training and internships in some of the excellent industrial firms along with industry interaction in the form of industry visits.

Admission of Students

An orientation programme is held in the beginning of every academic year for the newly admitted UG and PG students. A post admission test is administered by the respective departments and assessed by the teachers to get better insight in terms of knowledge and skills of the students. The English Department conducts a proficiency test in English for the newly admitted students. On the basis of postadmission test and academic counselling, the knowledge gaps are identified. Bridge courses are conducted to fill these knowledge gaps. Every student is monitored by a mentor who maintains vigilant supervision. Additional support is lent to the students through WWS and SSP

Teaching and Learning

The quality improvement strategies in the domain of teaching and learning adopted by the institution are as follows. 1. Deployment of ICT enabled Teaching methods The institution lays stress on incorporating aspects of ICT in various stages of teaching, learning and evaluation. The college has multitude number of computer labs, media halls, smart rooms to make technology available to the students. Besides teaching and learning, measures like online submission of assignments ensure employment of ICT in evaluation. 2. Cultural Exchange Programmes Cultural exchange programmes in the international dimension are executed in the institution every year under the auspices of the departments of MSW and English every year. These departments have Mous with two international organizations working on Human resource development viz. HELEN SANDERSON ASSOCIATES UK, and Dimensions UK. As part of these programmes, delegates and resource persons from UK, visit the institution and interact with the students and the faculty. 3. WALK WITH A SCHOLAR and SCHOLAR SUPPORT PROGRAMMES With inputs from the state government,

the college successfully implements walk with the scholar programme for the high performers in every class and Scholar support programme for the average or low performers

4. PROFESSIONAL TRAINING FOR THE STUDENTS AND FACULTY Separate training sessions are arranged for the students and faculty in terms of Human resource development. • Soft skill training practical sessions 23/10/2019 seminar on the topic Ability without availability is a liability by Rev. Dr. Emmanuel Jose Joseph , conducted by the department of Chemistry for the students. • Vocational Education Department Of Physics Training On Led Bulb Making • One Day Training For Faculty Topic How to be an Effective Teacher Prof. George Karunackal (26062018) • Life Guidance training is imparted on the First Friday of every month for the students where students attend sessions on life skills management, morality, and civic sense

Examination and Evaluation

Internal Examinations are scheduled as per Institutional Level of Continuous Internal Assessment (CIA). CIA I and II are scheduled in the first half and second half respectively of every semester. It is conducted in the same pattern as that of university examinations. The marks are available in the college website and are detailed in the department notice boards. PTA meeting is convened department wise just after CIA I and parents can access the performance of the students via online. In the second tier of CIA II, three separate days are set apart in the second half of the semester. It is also conducted similar to the pattern followed in university examination and same procedure is followed as that of CIA I in awarding the internals. The second session of CIA serves the purpose of model exam before university examinations. CIA III incorporates weekly tests, seminars and assignments as part of formative evaluation of the students. Weekly tests are conducted as per the department schedule. Marks of the weekly test are recorded and the parents can assess the improvement of the students with the mark register kept in the departments. Seminars and assignments are objectively analyzed and marks are allotted. Grievances of

students are addressed in a time bound manner. Field works, camps and recognitions in competitions in various fields are also taken into consideration regarding formative assessments. Summative assessment is accomplished through the semester exams conducted by the University.

Research and Development

1. Research journal The college publishes a research journal annually encompassing articles from the faculty, research scholars and postgraduate students titled JOSEPHINE RESEARCHER, kindling research aptitude in the students and the faculty

2. Assistance To Post Graduate Students The institution provides financial assistance to post graduate students to participate in research oriented seminars, and workshops to enhance their research competence.

3. Research oriented departmental activities The Institution acknowledges the need to foster the creation and dissemination of knowledge among the faculty and the students. Keeping this focus in mind, special focus is invested to departmental activities that promote research aptitude in students and faculty. The Department of Physics runs a skill development programme "Lights to Future" on LED bulb making, which opens up avenues for acquiring new skills and technical expertise for students and community. It even instils in them a sense of scientific temper which leads them to the application level of science. The Department of Chemistry is credited with having a sophisticated Instrumentation Centre which equips the students doing research works in Chemistry with stateoftheart facilities for influential research. Employing research knowledge base that is at once locally relevant and globally applicable, the Department offers consultancy service to the general public in the nearby agrarian vicinity by offering facility to analyze the Dry Rubber Content in the samples farmers bring to the college. The department of MSW conducts social science researches as part of their village camps every year including diverse aspects of sociological and health related indices

Library, ICT and Physical

The College has a wellfunctioning

Infrastructure / Instrumentation

library aided with OPAC facility with access to INFLIBNET, books, journals, and eresources. Audiovisual aids are employed in making curriculum transaction effective. 1.Physical infrastructure The campus has a total area of acres and the campus building has 40 classrooms and 9 laboratories. The physical infrastructure seminar hall, auditorium playgrounds.The institution has classroom with LCD facilities. Number of courts for physical exercise include 2 volley ball court, 2 basket ball court, 2hand ball court, 2 cricket field, 2 football courts, 2 badminton courts and 2 indoor courts. The lab includes 1 Bsc Physics lab , electronics lab and 1 Chemistry lab in the UG section and Msc Chemistry was incorporates 1 organic lab and 1 physical lab. Chemistry Department has 1 computer lab and 1 research lab denoted entirely for Research and Development. 2.Instrumentation The college has a wellequipped Chemistry research lab for graduate and post graduate students. The advanced equipments in the lab are TGA/DTA/DSC, FTIR, Magnetic susceptibility balance, UV spectrophotometer and electronic balance. 3.ICT Facilities ICT facilities in the institution has 122 computers and 4 well equipped static of the art computer lab.It also has 3 computer labs and 3 browsing centers and internet access facilities.

Human Resource Management

For bringing up excellent human resource potential in the institution ,the following aspects are given special emphasis. 1.Placement Cell A placement cell functions in the college with excellent track record. Placement drives are conducted every year in the college where numerous companies are pooling in students having the required set of skills and competence. 2.National Service Scheme Two units of National Service Scheme functions in the college and Students who enrol were given training in civic sensibilities, Citizenry, patriotic sense along with character formation. The activities of the NSS for the academic year began with the world environment day celebrations on 5/6/2018.Pledge of oath was taken and tree saplings were planted inside and outside the college premises. Four active volunteers

participated in the one day state level seminar organised by the NSS unit of Alphonsa College, Pala on the theme of Beat Plastic Pollution. International Yoga Day was observed on 21/06/2018 with a massive yoga session encompassing all the NSS volunteers in the college Chavara hall.. Massive scale flood relief operations were carried out by the NSS volunteers working tirelessly in various flood hit areas in Thodupuzha, Moolamattom, Ashramam, Elappally areas from 17/08/2018 - 23/8/18. On 2/09/2018 the volunteers joined hands in cleaning works after the flood mainly in Moolamattom town , Private and KSRTC bus stand with Panchayath authorities. For the flood relief activities across the state, the NSS units raised a fund of Rs.15000 and submitted to the University NSS Program coordinator .On 24/9/2018 the unit conducted a One day trekking and clean the destination program in Ilaveezahapoonchira with immense participation .On 29/09/18, the Units joined hands with Idukki District administration to conduct the Big Salute program in Cricket stadium ,thodupuzha as a gesture of thanks to the helping gestures from across the world during the time of the flood. Gandhi Jayanthi was observed on 2/10/18 by conducting a cleaning drive in and outside the college premises.. The seven day NSS camp was organised in the month of December titled Sukrutham 2018 with the reconstruction of a house in the colony with active support from Idukki District administration. An organic survey was held in the villages of Elappally and Muttom distributing seed packets in the villages along with the organic survey. The units have joined hands with Arogya Kerala, Idukki for the campaign against Tobacco and conducted poster exhibition and awareness campaigns including Flash mob in Kanjar town. On 22/01/19 , the Unit has launched a campaign named SNEHAPUTHAPP, a campaign to raise blankets for the homeless in and across Moolamattom and Thodupuzha 3. National Cadet Corps NCC Activities NCC plays an active role in the campus for incorporating discipline and social responsibility among students. They conduct a good number of programmes

round the year. On World Environment Day(01062018), NCC planted tree saplings in the campus and 120 students actively participated in it. NCC conducted blood donation camp on 14 June 2018 in association with IMA Thodupuzha on World Blood Donors Day. International Yoga Day was observed on 21 June 2018 by the NCC unit of the college demonstrating massive yoga session in the campus. NCC conducted a cleaning drive in the college commemorating Gandhi Jayanthi on 2 October 2018. As part of the 70th Republic Day Celebration, NCC conducted parade with 108 cadets on 26 January 2019.

4.Clubs and Associations. The following clubs and associations functions in the college for effective management of the resource potentials of the students.

CLUBS

- 1.Tourism Club
The Tourism Club arranges various programmes to highlight the importance and relevance of tourism. Visit to places of natural beauty and historic importance keep the members always happy and vibrant.
- 2.Entrepreneurship Development Club
Formation of Entrepreneurship Development Clubs is a novel programme launched by the Industries and Commerce Department of Kerala State in cooperation with Kerala Institute of entrepreneurship Development
3. Legal Literacy Cell
The Legal Literacy Cell provides the students with a forum to discuss to legal matters and to acquaint themselves with the common laws of the land and the rights, privileges and immunities each citizen is entitled to.
4. Students Service Cell
A Students Service Cell functions in our college in association with Students Service of the M G University. It arranges talks and seminars of general nature of the welfare of the students.
5. Youth Parliament Forum.
The Youth Parliament gives training to students in the customs and conventions of parliamentary democracy and enables them to participate in the district and state level Model Parliament competition.
6. Oratory and Debating Club
The Oratory Club endeavours to give special training to those students who are interested in developing their rhetorical skill.
7. Quiz Club
The Quiz Club arranges various Quiz competitions

and trains students to represents the college in various districts and university level competition. 8. Tagore Forum The Tagore Forum functions under the Department of English to foster the literary and histrionic talents of the students. 9. Service Entry Coaching Cell Colleges provides special coaching for postgraduate students in qualifying National Eligibility Test for Lectureship/ JRF. 10. Career planning Cell The Career planning Cell endeavours to equip the students with skills demanded of them by the job market. The club arrange classes on personality development and carrer planning. 11. Women cell The Women cell provides a forum to the girl students to come together and discuss their problems. Seminars on topics pertaining to women to arranged periodically. 12. Counselling Centre. The counselling centre aims at helping the students in growing up spiritually and emotionally. 13. Sahithya vedhi Sahithya Vedhi is a cultural forum aimed at developing the artistic and literary talents in the students. Sahithya Vedhi arranges various competition like the production of manuscript magazine. 14. Department Association An association functions under each department in the college and it caters to the all round development of the students that come under it.

Curriculum Development

The College follows the curriculum and the academic calendar prescribed by the affiliated University. As per the curriculum, the College prepares an Academic Calendar every year in tandem with the University norms. Besides, at the inception of every academic year, every department submits an academic calendar of their own. The IQAC ensures the conduct of the programmes stipulated by each department in their academic calendar. The institution emphasises on its quality and content enrichment strategies in the curriculum thereby improvising it through a bunch of additional measures. 1. ADDON The Department of BBM conducts an Addon course in Soft skill management enrolling 40 students. The Department of Commerce conducts certified course in Tally enrolling 62 students. The Department of MSW offers certified course in counsilling enrolling 8

students. 2.MOOC Faculty and students take up MOOC course as a part of curriculam improvisation. 7 students from MSW has taken up courses in gerontology, counsilling in social work and human resource management. One student from mathematics has enrolled for data analysis and decision making in Swayam and 1 student from Economics has taken up counsilling in social work. 4 students in English has enrolled for emerging trands in English language teaching in Swayam.

3.Stakeholder feedback The college incorporates feedback from the stakeholders (including parents, industry stakeholders) to improve the methodology and pedagogy of learning, teaching and evaluation methods. According to these feedbacks necessary changes are incorporated in the deployment and dissemination of curriculum

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

E-governace area	Details
Student Admission and Support	The students are admitted to the Institution through Centralized Allotment Process which is carried out fully online. The students, parents, and the entire bunch of stakeholders get an in depth information concerning each and every aspect of the institution from the College website which is updated in a time bound manner. The fees collection and monetary transactions are managed online to ensure transparency and ease of verification. The scholarships of the students are transferred directly to the recipients bank account leaving behind any scope for errors.
Examination	Practices of egovernance are employed in matters of the conduct of internal examinations. The assignments are submitted and verified online and students engage PowerPoint based presentations for their seminars.
Planning and Development	The Institution is enabled by Intercom and LAN facility to have easy accessibility and co ordination. The official communications to the students and faculty are communicated are communicated via online and the College website provides the entire information concerning the institution within the reach of those who seek. Every

Department has at least one class room furnished with LCD projector to enable teachers and students to switch over to IT supported teaching learning methods. The Central Computer Lab which occupies about sixty computers gets upgraded by adding the number of computers in accordance with the increasing number of students. The Department of English has a state of the art Language Lab which receives annual updation in the form of maintenance of computers and addition of novel video lessons. The Student Service Centre has ten computers with internet connectivity which are accessible to students on their requirements. The Departments of Chemistry and Physics have their own computer labs. Every Department is provided with at least one computer having internet connectivity and a printer. In addition, the Institution has three common portable projectors which are accessible to the Departments at any time. The College has one Video Conferencing System to facilitate conducive virtual learning and two Seminar Halls with IT facilities. The College has a well equipped partially automated Library with computers for accessing digital materials through INFLIBNET and browsing the internet. The IQAC of the College has three computers with LAN and internet connectivity to facilitate Documentation and Communication Management System. It is equipped with a printer scanner cum photocopier. The office of the College is partially automated under LAN connectivity. The software and technical support for Fee collection, Admission, attendance and Library is provided by G.J. INFOTECH and the software used for this purpose is E college solutions. E GOVERNANCE AND TECHNOLOGICAL INPUTS ARE MANAGED THROUGH THE FOLLOWING SOFTWARES IN VARIOUS DEPARTMENTS CHEMISTRY CHEMDRAW, CHEMSTEK, FIREFLY DRAWING CHEMICAL STRUCTURE AND CHEMICAL REACTIONS. GAMMENS COMPUTATIONAL ANALYSIS IMAGE J -TEM HISTOGRAM ORIGIN GRAPHS AND DRAWINGS DIAMOND FOR VIEWING THREE DIMENSIONAL DIAMOND STRUCTURE PHYSICS TURBO CPP MICRO PROCESSOR SIMULATION SOFTWARE

Administration

The entire official communications from the administration is conveyed through

	<p>the paper free online method and the departments are connected together by WiFi, LAN and Intercom . The College has one Video Conferencing System to facilitate conducive virtual learning and two Seminar Halls with IT facilities where important meetings and discussions are held.</p>
Finance and Accounts	<p>Finance and accounts are managed via online to ensure transparency and speedy transaction. The software and technical support for Fee collection ,Admission ,attendance and Library is provided by G.J.INFOTECH and the software used for this purpose is E college solutions. The fees collection and monetary transactions are managed online to ensure transparency and ease of verification. The scholarships of the students are transferred directly to the recipients bank account leaving behind any scope for errors</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.Jain Maria Thomas	International Conference on water ICW 2018 Kottayam	nil	3000
2018	Ms.Tisha Tomy	State level workshop on data analysis in social sciences, St Stephens college Uzhavoor	nil	2000
2018	Sri Mathew kannamala	International seminar on person centered approach(paper presentation)Nehru college,coimbatore	nil	5000
2018	Sri Pramod Joseph	National seminar on the role of environmental management in sustainable	nil	2000

		development and kerela economy, Alphonsa college ,Pala		
2018	Sr. Sijo Francisanc	National seminar on recent trends in nano technology at Newman college Thodupuzha	nil	1000
2018	Dr.Joshy Varghese	"Aathmiyathayud e aaghosham virinja kavithakalil" paper presented on International book fair Darsana Kottayam	nil	2000
2019	Dr.Saju M Sebas tian,Dr.Ebey P Koshy,Sr.Sijo Francis,Mr.Jose James,Dr.Jain Maria Thomas,Ms .Aswathy R	Dr.Siby Joseph memorial national seminar at St.College Moolamattom	nil	2000
2019	Mr.Jose James, Sr.sijo Francis	Dr.Siby Joseph memorial national seminar at St.College Moolamattom (presentation)	nil	2000
2018	Mr. Jose James	Paper presentation in international conference on nano material (ICN 2018) at MG University	nil	2000
2019	Mr.Jose James, Sr.sijo Francis	Participated PG revision workshop at St. Thomas college Pala	nil	2000
2019	Ms. Roopa Jose	Participated workshop on Curriculum and syllabus restructuring of PG CSS programme (English) 2019	nil	1000

		at MG University Kottayam		
2019	Ms. Roopa Jose	Participated NSS programme officers conference at MG University Kottayam	nil	1000
2018	Ms. Roopa Jose	Participated seminar on Edutainment Vijnanam vinodhathiloode (NSS seminar) at MG University	nil	1000
2018	Mr. Roby Mathew	Participated National conference on Intellectual Properties Rights at St. Teresas college Ernakulam	nil	2000
2018	Mr. Roby Mathew	Paper presentated on Folklore padanathinte puthuvazhikal at st josephs college Moolamattom	nil	1000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	How to be an Effective Teacher Prof. George Karunackal	nil	26/06/2018	26/06/2018	67	0
2018	nil	Being an effective administrator by Prof. George	27/06/2018	27/06/2018	0	7

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online refresher course in chemistry for higher education faculty	2	12/11/2018	30/03/2019	139
Refresher course in Hindi , UGC HRDC Calicut	1	30/10/2018	19/11/2018	20
Refresher course up skilling chemistry teachers on latest pedagogical tools for impactful teaching, VFSTR Guntur Indian academy of sciences	1	27/11/2018	11/12/2018	15
Orientation of FLAIR, Trans Tower, Vazhuthakkad, Trivandrum	1	23/10/2018	23/10/2018	1
Short term MOOC course, UGC HRDC kannur	1	20/03/2019	26/03/2019	7
FDP In chemistry, UGC 12th plan	2	01/06/2018	30/06/2019	30

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
24	24	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

STAFF COOPERATIVE SOCIETY

The institution has a unique and well functioning staff cooperative society which provide the welfare schemes for the Teachers including Financial Assistance as Loans, and looks into the maintenance of a store which caters to the needs of students and staff alike. The benefits of the workings of the Society are shared among the staff. HOSTEL FOR TEACHERS Accommodation facilities for both genders within an affordable range are provided by the institution with inputs from sister concerns of the institution. CANTEEN The canteen serves nutritious and hygienic food for staff at reasonable price. It also serves meals to the staff residing in the campus. Canteen functions from 8.00 am to 8.00 pm.

LIBRARY Library facilities are open to the teachers during the college hours. Periodicals will be lent for the teachers after 15 days of their arrival. The maximum period of loan for books is 14 days. Teachers can avail E content and Internet from the Library.

STAFF COOPERATIVE SOCIETY

The institution has a unique and well functioning staff cooperative society which provide the welfare schemes for the Non Teaching staff including Financial Assistance as Loans, and looks into the the maintenance of a store which caters to the needs of students and staff alike. The benefits of the workings of the Society are shared among the staff CANTEEN The canteen serves nutritious and hygienic food for non teaching staff at reasonable price. Canteen functions from 8.00 am to 8.00 pm. LIBRARY Library facilities are open to the non teaching staff during the college hours. Periodicals will be lent for the staff after 15 days of their arrival. The maximum period of loan for books is 14 days. Staff can avail E content and Internet from the Library.

Library Library facilities are open to the students in the neighbouring schools also. Maintenance and utilization of library resources are done through strictly following the library rules. Periodicals will be lent for one day after 15 days of their arrival. The maximum period of loan for books is 14 days. Language Lab Students can avail Language Lab facilities on rotation basis. Language Lab also functions for screening of short films and classical films Sports amenities All Sports amenities are under the in charge of the Director of Physical Education. A room is kept aside for keeping Sports utilities. Time is allotted to students for using Gymnasium. The maintenance of the Courts is done on time. Common facilities like Ground, Seminar Hall, Auditorium, and Multipurpose Indoor Stadium with synthetic court etc. are provided to the public and to the neighbouring institutions on prior request. Alumni Association The College has an active Alumni Association which is not registered. The annual alumni gathering is scheduled on 26th December every year. The date is fixed in order to ensure maximum participation of the members. A number of our alumni have proved their merit in the respective fields of their career. We have not only academicians but also active politicians and

		<p>social workers. CANTEEN The canteen serves nutritious and hygienic food for students at reasonable price. It also serves meals to the student residing in the campus as well as day scholars. Canteen functions from 8.00 am to 8.00 pm. COOPERATIVE STORE Cooperative store which caters to the needs of students and staff by providing including books and other necessary materials</p>
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6.4 – Financial Management and Resource Mobilization

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

CONDUCT of AUDITS Institution conducts internal and external audit regularly .The initial stage of the internal audit is carried out by the college itself by its staff ranging from the account clerk who is responsible for primary accounting. The head accountant scrutinizes and verifies the financial data which is again scrutinized by the office superintend and Principal for the financial accuracy. The directions from the Higher Education department and external Chartered Account are followed in the internal audit. After the close of every financial year, the annual financial statement which is inclusive of all the receipts and expenditure is prepared and sent to the Accountant General and to the authorities in the Department of Education. Reconciliation of accounts with the bank is also done to keep the accuracy of cash and bank accounts with our banks. Audit of the Grants fees sanctioned by the Government /UGC After the completion of the specified period or scheme, all the files relating to the period are submitted to the external auditor, ie, a qualified Chartered Accountant for verification and audit certificate. Omissions or errors, if any, reported by the Chartered Accountant are corrected as per his directions and the final report and certificate are issued by him. These certificates and statements of account are sent to the authorities concerned for the settlement of accounts. The audit wing of the government from the Department of Education visits the college periodically and inspects all the files relating to the rules and regulations, financial matters of all the schemes that the college has availed of and all the receipts and payments in the college. They will submit the audit report to the college authorities. Any correction, if required, has been effected on the basis of the audit report and clarifications called by them are submitted as audit reply. On hearing and settling the omissions or errors, they will give final report and liabilities, if any, will be settled. Moreover, the Accountant General, Kerala also conduct their verification and suggest directions by way of audit report. Their directions are also followed in the future. Audit of the Management account The Financial Administrator in the college keeps the daily financial transactions on behalf of the Management. He will be the executor of the management decisions and policies relating to financial and other matters in the college. The Management has appointed Thomson Group of Companies as the Internal Auditor for the management expenditure. An auditor from the company visits the college at the beginning of every month and verifies the accounts and prepares the journal and ledger. Mr. Saju and Jose Chartered Accountants, Kanjikuzhy, Kottayam are the Chartered Accountants appointed for external audit for the

management accountant. They visit the college periodically and give directions. Towards the end of the financial year they prepare the annual financial statement and audit report

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
College management	9319695	Institutional management and welfare
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6.4.3 – Total corpus fund generated

9319695

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	Yes	IQAC
Administrative	No	nil	Yes	IQAC

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

a) PTA funds are utilized mainly for instituting scholarships and endowments for meritorious ones who excel in studies b) PTA provides financial assistance to the management for the restoration of existing infrastructure and creation of new infrastructure if needed. c) PTA stands with the Management, Principal and the staff council giving support and timely assistance in resolving the difficulties that could arise in the affairs of the college.

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

? The college provides financial assistance and other welfare measures for the support staff depending on necessity and need. ? Separate retiring rooms, cabins and rest rooms are allotted for the support staff within the institution ? Deserving Children and wards of the support staff were given educational assistance in the institution itself.

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

1.Emphasis on communication skill and computer literacy A computer course of 10 days to be started for the students whose syllabus does not include computer as a subject for imparting basic awareness of computer to the students and provides certificate for the same. 2.Updation of Library facilities Library is set to be updated to suit the latest trend in education research and development. Digital knowledge resources are incorporated to suit the students' demand according to changing trends. The existing number of text books, journals, reference books and Eresources are enhanced to larger proportions. The library added 668 text books and 493 reference books in the last year. 3. Initiating new add on and enrichment programme New addon and enrichment programmes are slated to begin with the new academic year encompassing special focus on language skills, digital literacy, accounting and computer. Courses such as Graphic Designing and Creative Writing have been newly incorporated in this dimension.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation program for staff	22/06/2018	22/06/2018	22/06/2018	67
2019	Seminar on Intellectual Property Right	29/03/2019	29/03/2019	29/03/2019	44
2018	Intercollegiate Research Journal	15/03/2018	15/03/2018	15/03/2018	15
2019	Establishment of MoUs with national and international organisations	10/01/2019	10/01/2019	10/01/2019	0
2018	Formation of institution Innovation council	28/11/2018	28/11/2018	28/11/2018	60
2018	Establishment of Electoral literacy club	13/11/2018	13/11/2018	13/11/2018	250
2018	conduct of placement drives by Wipro	17/10/2018	17/10/2018	17/10/2018	245
2019	conduct of placement drives by Popular Hyundai	14/01/2019	14/01/2019	14/01/2019	237
2018	conduct of placement drives by HCL	13/09/2018	13/09/2018	13/09/2018	228
2018	conduct of placement drives by TVS	21/06/2018	21/06/2018	21/06/2018	218

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
College Union Activities	02/08/2018	31/03/2019	355	280
Annual Sports Meet	07/02/2019	08/02/2019	95	128
P.T.A. General Meeting	24/02/2019	24/02/2019	275	217
Annual Arts Fest	24/01/2019	26/01/2019	120	96

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The College has conducted an Inter Collegiate Debate Competition on the environmental issues faced by Kerala. The College has a Nature Club and a Tourism Club to promote awareness of the importance of nature among the students. As a part of reducing plastic waste in the campus, use of plastic carry bags and P.V.C. Flex boards are banned in the campus. About 20 of the power requirement of the college is met from Solar energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	1
Rest Rooms	Yes	2
Scribes for examination	Yes	5
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	05/06/2018	1111	DRC Testing, Campus Community Partnership	Testing the dry rubber content of latex, Conductin	35

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

Title	Date of publication	Follow up(max 100 words)
College Handbook	10/07/2018	A team of teachers headed by the Principal and the Bursar keeps watch of the students in matters of discipline. Wearing proper uniform, wearing identity cards, attendance in the class, etc are ensured. Use of mobile phone is strictly prohibited, according to the rules. In matters which require the assistance of the members of the PTA, they are contacted. Attendance and academic progress are informed to the parents. Parents are allowed to meet the teachers if required. Students' leave forms are collected and filed. Those who do malpractice in the examinations are punished according to the regulations.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Providing free Meals to patients and bystanders at P.H.C. Arakkulam	11/06/2018	22/03/2019	127
Sparsam (Providing free meals once in a week to the inmates of Assissi Bhavan Moolamattom)	04/07/2018	29/03/2019	54

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

- 1) "Penakkoodu" Collecting used pens and sending them for recycling
- 2) Placing waste baskets to collect organic and inorganic wastes separately
- 3) Well maintained garden in front of the college
- 4) Herbal Garden
- 5) Green Protocol

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Flood relief camp **The Context:** A flood relief camp was organized by the department of social work at Kainakiry and Alappuzha from 02/09/2018 to 07/09/2018 (6 days). During the camp the students and faculties of the department participated in the cleaning process at Kainakary panjayath. The flood caused a serious pollution in Alappuzha beach and the prime focus of the department was to organize the nearby local communities to tackle this issue. With the active participation of nearby residents the department of social work could make a remarkable move into the cleaning process of Alappuzha seashore. The students conducted a cultural event with the active participation of fishermen's families, including their wives, children and grand parents at Alappuzha beach. During the camp students were grouped and visited nearby flood affected homes to assess their psychosocial wellbeing. The department also conducted a cultural event with the active participation of fishermen's families at Alappuzha beach. In the last day of the camp 35 fisher men, who participated in the flood relief process were facilitated by the department.

The objectives of the practice:

- To partake in the cleaning process
- To conduct survey to assess the psychosocial aspects of flood affected people
- To provide psychological support
- To felicitate the fishermen
- To organize culture event

The practice

- Students and faculties of the department of social work cleaned Alappuzha beach and nearby houses which were damaged by the heavy flood.
- Conducted a social survey in flood affected houses to assess their psychosocial issues
- Organized a public meeting to felicitate the fishermen who participated in the rehabilitation process during flood
- Students and faculties provided psychological support to affected people during house visit

- Organized a cultural event for fishermen's family including their wives, children and parents at the seashore.

Obstacles faced/Problem encountered

- Shortage of time
- Work schedule of fishermen

Impact of practice/ Evidence of success

- The students received certificate for this good initiatives form CWC
- Survey was conducted
- Thirty five fishermen were felicitated
- Large number of participation in public meeting
- Large number of participation in cultural event

Resources Required

- Collaboration with government offices like CWC, Anganwady etc
- Support from the college management
- ICT materials
- Resource persons

Further details/ Contact person Manu Kurian Faculty Coordinator, Department of Social Work St. Joseph's College, Moolamattom Idukki 685591 Ph: 9846653186 Email: manupsdp@gmail.com

Best Practice 2

Title of the practice Production and Distribution of LED Bulbs to Save Energy

The Context The state of Kerala is always troubled by shortage of power supply. The main reason of this is the dependence on hydroelectric projects for electricity. As there is a growing need for power supply for supporting and sustaining various industries, we have to limit the use of electricity. Using LED bulbs have proved to be very effective in this regard. The government of Kerala and the State Electricity Board are also promoting activities towards the same end. The fact that the Idukki Hydroelectric project is situated in the vicinity of the College adds to the relevance of the initiative by the college.

The Objectives of the Practice

1. To reduce power consumption in the households.
2. Being ecofriendly and economical at the same time.
3. Avoid the threat of mercury remnants from ordinary tube lights and CFL lamps.

The Practice Gives skill training to the students in manufacturing LED bulbs. Assembling LED bulbs at the college. Create awareness among students about the need of preserving energy sources. Distributing these among students. Collect data about power consumption at households, both of the students and the villages.

Obstacles Faced / Problems encountered Lack of awareness and interest from the part of the beneficiaries. Lack of sufficient time to cover all nearby households to distribute the bulbs.

Impact of Practice / Evidence of success Those who were involved in the practice learned a skill , which may be useful to them in future. Students, as

well as elders, became aware of the amount of energy consumption, and learned how to minimize consumption. Resources Required LED Bulb kit Soldering Iron Lead Soldering Paste Multimeter. Contact Details Dr Praveen Joseph Assistant Professor in Physics St Joseph's College Moolamattom. Phone : 9964203384 email : vkattil@yahoo.com

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

<http://www.stjosephscollegemoolamattom.org/ExtensionActivities.aspx>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college takes special interest in the moral growth of the students. The students come from various backgrounds -rural, urban, rich, poor, well educated, socially acceptable and unacceptable backgrounds. The mission of the college is to provide them an opportunity to grow to responsible and competent personalities, overcoming all these barriers. We arrange moral classes by competent faculty on a monthly basis. The college arranges facilities for all students to start their day with meditation from 8.45 to 9.30 in the morning. Yoga practice is imparted to all students. Special care is taken to ensure that no student is illtreated by either colleagues or by the authorities on the basis of religion, caste or gender. Any violation of these rules is taken seriously, and necessary action will be taken. The students are directed to wear uniforms three days a week. This will help them to overcome differences based on social status. The differently abled students are brought to the main stream by encouraging them to take part in all regular activities. In selecting class representatives and prefects, gender equality is strictly followed. The teacher - student relationship is always kept warm, while following the practices of respecting teachers.

Provide the weblink of the institution

<http://www.stjosephscollegemoolamattom.org/Distinctiveness.aspx>

8.Future Plans of Actions for Next Academic Year

Future Plans for the Academic Year 20192010 St. Joseph's College, Moolamattom which is situated away from the hustles and bustles of the city life is a boon to the village community that perceives this Institution as a second home for their wards. As it is away from the multicultural and polyglot urban communities, students exhibit an inhibition to use English language. It emerges as one of the impediments in their future prospects. Hence the Institution decides to take initiatives to provide the students with optimum exposure and training in communication skills. To revamp the initiatives, clubs like Tagore Forum, the auxiliary club of the Department of English, and the Department of Hindi offer linguistic competency programmes which prune the communication skills of the students. Finding a suitable career is envisioned to be one of the prime objectives of education. Keeping this objective in mind, the Institution looks forward to bring more companies to the campus for oncampus placement drives to our employable and meritorious students. This process also envisages imparting employability to our students through schemes like Additional Skill Acquisition Programme (ASAP), Walk With a Scholar programme (WWS) and the like. In collaboration with the alumni of the Institution placement drives will be initiated. Since the curriculum of the UG and PG programme is designed by the University to which the college is affiliated, the college has hardly any right to modify or alter the syllabus. Hence, to cope with the emerging trends in the field of study, departments can initiate Addon and Enrichment Programmes. Keeping this view in mind, the Institution decides to initiate two Add on courses in

Management Studies and Chemistry respectively. The dearth of a quantum of books in the library is one of the limitations of this Institution. To overcome this limitation, the College Council has taken special initiatives to procure adequate number of books on request from the departments. Creativity and innovation are the catch words of the time. To harvest the fruit of innovation and creativity of the student community of this Institution, the Institutional Innovation Council of the college is to be revamped. Hence, a host of programmes like workshops, trade fair and seminar are to be arranged in the coming years. The college envisions two best practices which link the Institution with the community in which it is located. 'Wings of Dreams' will be a remarkable venture of the Department of Social Work under campus community partnership programme for promoting the holistic development of tribal children in Idukki District. The Department collaborates with Tribal development office, Adimaly and Janamythri Excise Squad, Devikulam in executing the programme. In the similar fashion, the Institution under the auspices of the Department of Social Work plans to conduct surveys to augment the need and challenges of Arakulam Panchayath where the college is located and offers necessary counseling assistance in association with the Panchayath. Since plastic is a menace of the time workshops and training on developing eco friendly products will be initiated.