

Internal Quality Assurance Cell
St. Joseph's College, Moolamattom
Arakulam P.O., Idukki
IQAC Report: 2016 - 17

1. Seminars and Conferences (only quality related)

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

International	National	State	Institutional	Total
0	0	0	11	11

Themes:

- Mental Health Promotion among students
- Academic auditing
- Basics of Photoshop
- An Accredited Teacher
- How to take Classes using your Android Phone
- Management Principles for Better Life
- Updation of the College website
- Preparation of MRPs and conduct of National Seminars
- Technology upgradation and implementation
- Implementing new initiatives
- Enhancement of the employability of students

2. Significant Activities and contributions made by IQAC

- To strictly follow English as the medium of instruction to improve the communication skills of the students

- To reconstitute the Research Committee comprising the Research Guides in the College
- To make use of the Video Conferencing System and SMART room to the maximum
- To collect teachers' evaluation by students and give proper guidance to teachers
- To regulate the traffic on the College road to ensure more safety to the students and staff with the help of a security staff
- To undertake skill oriented programmes by the Departments
- To make student mentoring more effective
- To introduce teachers' diary
- To update the College website frequently
- To make use of e-resources in the teaching-learning process
- To make a detailed analysis of UG and PG results
- Constituted a Core Committee for the effective implementation of various quality improvement programmes
- To implement an internal academic audit system
- To make a visit to St. Joseph's College (Autonomous), Devagiri, Calicut which has scored 3.76 in the NAAC Re-Accreditation process in 2016
- To maintain a students' progression register
- To make the campus more eco-friendly and to make it free from the clutches of flex boards, an electronic display system is installed
- To enter into MoUs with Helen Sanderson, U.K, Dimensions, U. K, Chaitanya Mental Health Care Centre, Pune and Verbicio Pvt. Ltd, Kochi
- To arrange a series of talks on quality improvement strategies
- To conduct gender audit in the College
- To constitute seven subcommittees to draft the criteriawise reports
- To conduct visits to the Departments by the IQAC Core Committee to examine the progress of preparedness for the ensuing NAAC visit.

3. Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Each Department to organize minimum two seminars a year	Each Department conducted at least two seminars
To strictly follow English as the medium of instruction	Teachers made sincere efforts to use English as the medium of instruction
To give more emphasis to research and publication of articles	Research committee was reconstituted with the research guides as its members with the result that the number of publication was increased
To make teaching learning more ICT based	More teachers started using e-resources and ICT in teaching
To ensure the safety of students in the campus and to regulate the movement of vehicles	A security personal was appointed. Separate parking facilities were provided for different types of vehicles
To undertake skill oriented programmes by the Departments	Clubs, Associations and Forums arranged various skill development programmes
To initiate student mentoring	Mentoring records were provided to teachers. It was ensured that manageable number of students were allotted to each teacher
Introduction of teacher's diary	Teacher's diary was provided to each faculty to record their activities in the College.
Each department is to make an analysis of their students' University exam Results	Each Department has prepared analysis of the University exam results immediately after their publications
To constitute a core committee	A core committee was constituted to monitor the quality assurance activities pertinent to the ensuing NAAC peer team visit
To constitute a monitoring committees for	Committees constituted

WWS and SSP	
To conduct semesterwise academic audit	Conducted semesterwise academic audit
To furnish the performa for student progression by each Department	Collected student progression report from the Departments
To collect students' evaluation by teachers	Conducted student evaluation of teachers, analysed the data and necessary feedback were given to teachers
To enter into MoUs with prestigious institutes and firms	Entered into MoUs with Helen Sanderson, UK and Dimensions, UK
To conduct Orientation programmes for teachers	Conducted Orientation programmes for teachers on six different topics
To conduct a Gender Audit	The Women Cell conducted a Gender Audit and submitted the report
To visit the Departments by the core committee to find the extent of completion of criteriawise report	Visited the Departments from 16.01. 17 to 02.02.17 as per schedule
To interact with the criterionwise groups on the reports prepared by them	Interacted with groups on 21.03.17 and 22.03.17 as per schedule

4. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	8	40	20
Presented papers	1	0	
Resource Persons	-		2

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

- IQAC supervises the teaching learning environment in the college and take measures to improve the same

- The college handbook is prepared by the IQAC
- IQAC plans and monitors the Academic Calendar of the college
- Makes recommendations to enhance the infrastructure facilities
- Promotes teachers to avail on-line teaching resources
- Facilitates the teachers to undertake Minor and Major research projects and to publish papers and to pursue Ph.D
- IQAC ensures that portions and academic work are completed within stipulated time limits
- IQAC evaluates semester wise periodic performance report of Departments and suggests measures for improvements

6. Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	Nil
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the University	Nil
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	10
Others- FDP	01

7. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the Institution

The institution constituted a Research Committee headed by the Principal to promote research activities in the college. The committee helps and encourages the faculty members to undertake research projects and support new faculty members to apply for fresh research projects with an objective to have maximum number of research projects from each Department. IQAC informs research related information provided by Government and other

agencies to the faculty through its public display system. For the smooth progress and implementation of research projects IQAC has taken the following measures:

- Autonomy is given to the principal investigator
- The funds are released immediately as and when it is received from the respective funding agencies
- The researchers can make use of the infrastructure and resources especially lab facility, technology and information resources available in the institution
- Technology support like training in research related software is given to teachers

8. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	Nil	Nil	2
Outlay in Rs. Lakhs	0.90	Nil	Nil	

9. Details on research publications

	International	National	Others
Peer Reviewed Journals	8	0	
Non-Peer Reviewed Journals			
E-Journals			
Conference Proceedings		03	

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2014 - 16	UGC	90,000	67,500
Any other (Specify)	Nil	Nil	Nil	Nil
Total	-	-	90,000/-	67,500/-

11. No. of books published

With ISBN No.	Without ISBN No.	Total
03	01	04

12. No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	28
Sponsoring agencies	Nil	Nil	Nil	Nil	Management & Government

13. No. of faculty served as experts, chairpersons or resource persons: 12

14. Total budget for research for current year in lakhs:

From funding agency	From Management of University/College	Total
67,500/-	96,000	1,63,500/-

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

Total	International	National	State	University	District	College
Nil	Nil	Nil	Nil	Nil	Nil	01

16. Research Guides and students under them

No. of faculty from the Institution who are Ph. D. Guides	Students registered under them
03	06

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

- Distributing the saplings in the nearby places and greening the campus
- Life line club – Awareness programmes against drug abuse
- Tribal camps at various tribal settlements
- Awareness programmes
- Quiz programmes for school children in the neighbouring locality
- Blood donation
- Seven day camp by NSS volunteers in the neighbouring village
- One day tour with palliative and wheel chair patients to Ernakulam by Students Initiative in Palliative Care (SIPC)
- Distribution of food packets and dress materials to the inmates of nearby old age homes under the leadership of Campus Ministry and SIPC
- Home Care - SIPC members visited the houses of palliative patients on a regular basis along with the members of Health Department and provide home care to the bed ridden
- Phoenix 2016 - Two day residential arts and sports fest for the palliative and wheel chair patients across Idukki district
- AIDS awareness programme by Social Work Department
- Celebration of festivals with the inmates of nearby old age homes by NSS and SIPC volunteers together with the students from Social Work Department
- Santhwanam 2016 - As part of the decennial celebrations The Department of Social Work honoured the talented individuals with disabilities
- Florence 2017 - Two day residential arts and sports fest for palliative and paraplegia patients
- NSS in collaboration with the Social Work Department constructed a house for a homeless person in Arakulam
- The Social Work Department arranged a Tribal Partnership Programme in Kuttampuzha panchayath on the theme ‘ Importance of Education’ in which fifty primary school students were provided with educational kit

- Sahithya Vedhi in collaboration with the Social Work Department collected thousand and one books for setting up a library in a tribal settlement at Chinnar
- Social research on the attitude of police towards women clients
- The Social Work Department in association with Tiny Seed selected seven schools near the college for sensitising the children on the very need of proper waste management.

18. No. of students qualified in these examinations

NET	SET/SLET	GATE	CAT	IAS/IPS	PSC	UPSC	Others	Total
2	nil		Nil	Nil	04	01	Nil	

19. Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
07	98	58	-

20. Scholarships and Financial Support

Supports	Number of Students	Amount
Financial support from Institution	13	27,000/-
Financial support from Government		
Financial support from other sources	13	25,000/-
Number of students who received International/ National recognitions	Nil	Nil

21. Plans of the institution for next year

- Wi-Fi- Campus
- The college has planned to install a solar panel in Chavara Block
- Tarring of the parking area
- Completion of the construction of basket ball wooden indoor court
- Construction of PG block
- Construction of a new auditorium and library
- The college has planned to apply for new UG programmes like B. Sc Psychology and M.Sc Mathematics, Physics, Statistics and MBA
- To take up the new initiative ASAP in the college