



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ST BERCHMANS COLLEGE
Name of the head of the Institution		DR. JACOB MATHEW M
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04812420025
Mobile no.		9446385365
Registered Email		sbc@sbcollege.ac.in
Alternate Email		jacob.chrisdale@gmail.com
Address		ST. BERCHMANS COLLEGE
City/Town		CHANGANASSERY
State/UT		Kerala
Pincode		686101
<b>2. Institutional Status</b>		

Autonomous Status (Provide date of Conformant of Autonomous Status)	01-Jun-2014
Type of Institution	Co-education
Location	Semi-urban
Financial Status	central
Name of the IQAC co-ordinator/Director	Dr .JOYCHEN MANUEL
Phone no/Alternate Phone no.	04812426420
Mobile no.	9557464247
Registered Email	iqac@sbccollege.ac.in
Alternate Email	joychenmanuel@yahoo.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://iqac.sbccollege.ac.in/wp-content/uploads/2021/12/AQAR-2018-19.pdf">http://iqac.sbccollege.ac.in/wp-content/uploads/2021/12/AQAR-2018-19.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:  
Weblink :

<http://iqac.sbccollege.ac.in/wp-content/uploads/2021/12/2019-20.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	A	3.37	2012	10-Mar-2012	09-Mar-2017
4	A	3.41	2017	30-Oct-2017	29-Oct-2022

### 6. Date of Establishment of IQAC

09-Jun-2004

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Revision of the	03-Jun-2019	85

curriculum was made and the new curriculum was implemented for all the UG and PG programmes from 2019-20 academic year onwards..

1

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**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
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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 :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

? A new curriculum was implemented from 2019 20 academic year with added features like short term programmes, Basic Life Support programme, Social Awareness Programme, training on Moodle etc.

? Conducted student satisfaction survey on teaching and learning and on facilities available on the campus. Details collected were analysed and reports were submitted to appropriate bodies.

? initiated the works of innovation cell and Unnat Bharat Abhiyan

• Conducted a house hold survey in selected wards of Changanacherry municipality, in connection with Unnat Bharat Abhiyan

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**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	Achievements/Outcomes
Start the new academic year with the new syllabus, the second revised, after getting autonomy to all UG and PG courses.	The new curriculum was prepared and implemented from academic year 201920 onwards.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
The College Academic Council	29-Jul-2021

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

10-Mar-2020

**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)

Yes. College uses Linways software to manage all the student related matters including admission, class management, result management etc. Information relating to any student can be retrieved from Linways at any time. Separate student portal was developed to get the details and attendance status of the student. In addition to the above a separate Software was developed and used by the office of the Controller of Examinations to conduct and manage the entire examinations of the college. A dedicated 'Qnsmart' software was developed exclusively for maintain the question bank for the final examination. The college has also

developed soft wares for office automation and accounting. SB Digital and E tender software were also developed for enhancing the office functioning of the college.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Design and Development

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

Name of Programme	Programme Code	Programme Specialization	Date of Revision
<b>No Data Entered/Not Applicable !!!</b>			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	Botany	02/06/2014	BBBO612 - Genetics, Plant Breeding and Horticulture	01/06/2019
<a href="#">View File</a>				

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Botany	01/06/2019
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Botany and Biotechnology	01/06/2019
BSc	Botany	01/06/2019
MSc	Botany	01/06/2019
BSc	Chemistry	01/06/2019
MSc	Chemistry	01/06/2019
MSc	Polymer Chemistry	01/06/2019
BSc	Physics	01/06/2019
MSc	Physics	01/06/2019
BVoc	Renewable Energy Management	01/06/2019
MSc	New and Renewable Energy	01/06/2019

MA	Malayalam	01/06/2019
MSW	Rural, Urban & Tribal Community Development (CD)	01/06/2019
MSW	Medical & Psychiatric Socila Work (MP)	01/06/2019
BSc	Zoology (Wildlife Biology)	01/06/2019
BSc	PureMathematics	01/06/2019
MSc	PureMathematics	01/06/2019
BSc	Zoology & Industrial Microbiology (Double Core)	01/06/2019
MSc	Biochemistry	01/06/2019
MSc	Microbiology	01/06/2019
BA	Economics	01/06/2019
MA	Econometrics/ Monetary Economics	01/06/2019
BCom	Finance & Taxation	01/06/2019
BCom	Computer Application	01/06/2019
MCom	Finance	01/06/2019
BA	English Language and Liturature	01/06/2019
BA	English Model II Vocational -Jouranlism	01/06/2019
BA	Malayalam	01/06/2019
BCA	Computer Science	01/06/2019
MCom	Finance	01/06/2019

### 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
Short Film Making BMLEX02	01/06/2019	22
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Chemistry	42
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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**

The feedback of students on curriculum , teaching and facilities available were taken. Feedback survey on curricular aspects was conducted with the following aims. To collect the opinion of the respondents on the: -Organisation of the syllabus -Course/programme objectives and outcome -Effectiveness of courses to equip the students for higher studies. - usefulness of the curriculum in enhancing the marketability of the students. -The relevance and availability of the prescribed reference books -Coverage of modern advanced topics -Reflection of course objectives in the curriculum The findings of the survey indicated that improvements are required in certain areas of curriculum (e.g. teaching hours, content flow, inclusion of advanced topics etc.). The summary and specific comments of feedback survey are communicated by IQAC to the Board of Studies of each subject and to the curriculum committee. Based on these, detailed discussions are arranged in various departments and administrative committees. The necessary changes were made in 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
MA	Economics	25	107	25
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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 courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2052	934	12	19	181

### 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	Numberof smart classrooms	E-resources and techniques used
181	181	315	46	12	18
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Keeping in mind the relevance of mentoring in educational institutions especially in a Higher Education institution like St Berchmans College, a scientifically designed mentoring system was introduced years back here at SB. The mentoring policy of the college aims at assuring the students with the support where the students or the mentees are offered a mentor who is bestowed with the responsibility of mentoring and guiding them. The cardinal aims of the mentoring programme of the college include: • To know clearly each and every student on the campus. • To know in detail the financial and family back ground of the students. • To identify and refer eligible candidate to get financial assistance through various scholarship and other programmes of the college. • To ensure that what we offer here at SB are useful for the mental, emotional, psychological, spiritual and overall growth of the students. • To have a SWOC (Strengths, Weaknesses, Opportunities and Challenges) analysis of every student and thereby help him/ her to develop his/her inborn qualities by overcoming the challenges and threats. • To give timely advice and corrections to the mentees so as to equip them to fulfil their ambitions. • Assist the students to make effective use of their potential. • Ensure a better relation between teachers and students, which is vital for creating a peaceful environment in the campus. • Create an environment where the wellbeing of the students is assured. Mentoring process @St Berchmans college Each teacher in all the departments (Aided as well as self-financing) is assigned with the task of mentoring around 15-25 students/mentees. All teachers (mentors) conduct at least three group level interviews of his group every year. The personal level interviews with the students are also conducted periodically. All the mentors keep confidential data sheets in book format for the group of students allotted to them, named -“mentors assessment of students” which records a report of mentoring done by the teachers. In the report there is a separate column to get the signature of the parents of the students. These reports are periodically evaluated by a team of teachers selected from each department. The mentoring programme is monitored by a committee consisting of the Principal, Vice Principal and a band of experienced faculty.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2986	181	1:16

## 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
181	173	7	Nil	71

### 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
2020	Dr Anila Skariah	Assistant Professor	K N Raj Fellowship Award 2020-21- Center for Development Studies- Govt of Kerala
<a href="#">View File</a>			

## 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
MA	Economics	4	12/06/2020	29/09/2020



[View File](#)

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

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nill	1072	0

## 2.6 – Student Performance and Learning Outcomes

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

[https://sbcollege.ac.in/programmes\\_syllabus1-taxonomy/2019/](https://sbcollege.ac.in/programmes_syllabus1-taxonomy/2019/)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BEC	BA	Economics	50	37	74

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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://igac.sbcollege.ac.in/wp-content/uploads/2021/12/IOAC-Student-Satisfaction-Survey-2019-20.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

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

Yes
Name of the teacher getting seed money
Mrs Sweety K Ennacheril
<a href="#">View File</a>

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

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
International	DR. Rubin Philip	Travel grant to visit Sophia University	01/10/2019	Sophia University, Japan

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### 3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	KSCSTE	6	6
<a href="#">View File</a>				

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

0.011
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### 3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Prof. C Z Scaria Memorial Lecture 2019	Economics	29/08/2019
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#### 3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Programme Officer of National Service Scheme 2019, Mahatma Gandhi University, Kottayam	Mr Anish k Joseph	University	12/08/2019	Best Programme Officer
<a href="#">View File</a>				

#### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.4 – Research Publications and Awards

#### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Physics	1
Zoology	1
Commerce	2

Economics	4
Malayalam	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	54	2.78
<a href="#">View File</a>			

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

Department	Number of Publication
Chemistry	5
Malayalam	4
Microbiology and Biochemistry	1
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#### 3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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#### 3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

#### 3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	27	8	11
Presented papers	3	18	5	6
Resource persons	1	8	1	3
<a href="#">View File</a>				

### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Dept of Social work	SPSS	Nil	1400

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

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dept social work	Training on Gender based research studies	Kerala Social Service Forum	14300	160

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### 3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NAVODAKAM (Conservation of waterbody)	Dept. of Botany	3	32

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#### 3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Paristhithimithra Award 2019 instituted by Centre for Environmental Education and Rural Development (CEERD), St. Stephen's College, Uzhavoor, Kottayam	Environmental Education and Rural Development (CEERD)	Centre for Environmental Education and Rural Development (CEERD)	Nil

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NAVODAKAM	Dept. of	NAVODAKAM	3	32

(Conservation of waterbody)	Botany		
<a href="#">View File</a>			

### 3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Dr. Rubin Philip	Sophia University, Japan	7
<a href="#">View File</a>			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research Collaboration	Research Collaboration	Dept. of Botany , Calicut University	01/07/2019	03/12/2019	1
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
G tec computers	Nil	offer coaching - Tally ERP 9	80
<a href="#">View File</a>			

## 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
95	96.61

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing

Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
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#### 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
NIRMAL BOOK WORMS UPGRADED VERSION	Fully	2017.1.1 UPGRADED VERSION	2005

##### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!			
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#### 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	390	125	390	30	15	27	184	130	9
Added	35	35	0	0	0	0	0	50	0
Total	425	160	390	30	15	27	184	180	9

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

180 MBPS/ GBPS
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##### 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
In collaboration with Education MultiMedia Research Center (EMMRC, UGC), Calicut University	<a href="https://www.youtube.com/watch?v=VNgiJWf5Iso&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPAnWmNG&amp;index=1">https://www.youtube.com/watch?v=VNgiJWf5Iso&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPAnWmNG&amp;index=1</a>
In collaboration with Education MultiMedia Research Center (EMMRC, UGC), Calicut University	<a href="https://www.youtube.com/watch?v=m93a_z3D7sq&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPAnWmNG&amp;index=1">https://www.youtube.com/watch?v=m93a_z3D7sq&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPAnWmNG&amp;index=1</a>

	<a href="#">nWmNG&amp;index=2</a>
In collaboration with Berchmans TV (BTV Academics) SB College (OTP theft)	<a href="https://youtu.be/lOozOl6PvW4">https://youtu.be/lOozOl6PvW4</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Kottaka 1)	<a href="https://youtu.be/NfthU6xSpoU">https://youtu.be/NfthU6xSpoU</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Kottaka 2)	<a href="https://youtu.be/qcmJtkM7i68">https://youtu.be/qcmJtkM7i68</a>
In collaboration with Berchmans TV (BTV Academics) SB College (C R O Introduction And Calibration)	<a href="https://youtu.be/7HFi19eEDFA">https://youtu.be/7HFi19eEDFA</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Raghuvamshasudha 1)	<a href="https://youtu.be/alikRtGYobE">https://youtu.be/alikRtGYobE</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Raghuvamshasudha 2)	<a href="https://youtu.be/vlxRFZ6SEx8">https://youtu.be/vlxRFZ6SEx8</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Corona medicine)	<a href="https://youtu.be/P7kSejy2D5s">https://youtu.be/P7kSejy2D5s</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Local production of hand sanitizer)	<a href="https://youtu.be/LT16pG1N3RY">https://youtu.be/LT16pG1N3RY</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Raghuvamshasudha 2)	<a href="https://youtu.be/vlxRFZ6SEx8">https://youtu.be/vlxRFZ6SEx8</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Bhashayum Samoohavum 1)	<a href="https://youtu.be/mnxFI7xBr5o">https://youtu.be/mnxFI7xBr5o</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Bhashayum Samoohavum 2)	<a href="https://youtu.be/xoPSxniCIjs">https://youtu.be/xoPSxniCIjs</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Spanish Flu and The Great Divide)	<a href="https://youtu.be/7FpztkeJDw8">https://youtu.be/7FpztkeJDw8</a>
In collaboration with Berchmans TV (BTV Academics) SB College (The WTO at 25)	<a href="https://youtu.be/AWqEMwoSJZo">https://youtu.be/AWqEMwoSJZo</a>
In collaboration with Berchmans TV (BTV Academics) SB College (Theory Café   Episode 1)	<a href="https://youtu.be/O3BVxJ-D8tA">https://youtu.be/O3BVxJ-D8tA</a>
Informational video on COVID-19	<a href="https://www.youtube.com/watch?v=P7kSejy2D5s">https://www.youtube.com/watch?v=P7kSejy2D5s</a>
In collaboration with Berchmans TV (BTV Academics) SB College	<a href="https://www.youtube.com/watch?v=7HFi19eEDFA">C R O Introduction And Calibration https://www.youtube.com/watch?v=7HFi19eEDFA</a>
In collaboration with Education MultiMedia Research Center (EMMRC, UGC), Calicut University	<a href="https://www.youtube.com/watch?v=u4ZIOpgJOZo&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPA">https://www.youtube.com/watch?v=u4ZIOpgJOZo&amp;list=PLOnJOiDsowogIS2dlnPICBi4XXPA</a> <a href="#">nWmNG&amp;index=3</a>

In collaboration with Education  
MultiMedia Research Center (EMMRC,  
UGC), Calicut University

<https://www.youtube.com/watch?v=9Rxf8EgFoYA&list=PLOnJQIdSowogIS2dlnPICBi4XXPAnWmNG&index=4>

#### 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
100	114.21	80	81.79

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)

St Berchmans College has well established systems and procedures for maintaining and utilizing physical, academic and other support facilities. Principal is the chief in charge of all facilities and work is delegated to heads of departments, faculty, and non-teaching staff etc. We have separate purchase committees and a finance committee to discuss and decide upon new purchases. The purchases and maintenance of assets are made through the bursar of the college. Further he employs adequate number of supporting staff including Supervisors, Gardner, Electrician, Plumber, security staff, service staff etc. There are contract staffs to clean the premises and toilets. Heads of each department is in charge of the department furniture, chemicals, teaching tools, records and laboratory and keep the stock register. There are attendants in charge of laboratories who maintain instruments and equipment. College library is managed by the Librarian and five other staff. Nirmal Bookworms is the ILMS software used for Library automation. All technical activities, catalogue and circulation are automated. Digital Library of the college which works along with the main library provides access to a wide array of e-resources like N List, EBSCO Host, PROWESS, etc. College is a part of INFLIBNET facility of UGC. Besides the routine services, the library extends its services to support research activities of the college, awareness programmes for accessing digital information. The library committee monitors the activities of the library. The college has enough number of play grounds which are utilised by students especially sports students to the maximum. The faculty and coaches of the physical education department ensures that the facilities are properly maintained by students/staff. The indoor stadium is also under construction. The computer labs as well as internet café (BERCHNET) are available to staff and students. Internet /intranet/LAN facilities are also fully functional and are properly maintained and monitored. The college has enough class rooms/seminar halls and the same are used fully. Class rooms are opened, closed and cleaned daily by support staff. Any furniture repairs needed are done immediately by the carpenter. The proper and optimal use of electric lights/fans/projectors etc is ensured.

<http://iqac.sbcollege.ac.in/wp-content/uploads/2021/12/Policy-Documents-2018-19-final.pdf>

#### 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	Cheriathundam Scholarship	30	150000



<b>Financial Support from Other Sources</b>			
<b>a) National</b>	<b>E-Grantz</b>	<b>606</b>	<b>4725031</b>
<b>b) International</b>	<b>Postmetric Scholarship (Freshers)</b>	<b>58</b>	<b>290000</b>
<a href="#">View File</a>			

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.,

<b>Name of the capability enhancement scheme</b>	<b>Date of implementation</b>	<b>Number of students enrolled</b>	<b>Agencies involved</b>
<b>Volunteer Secretary Training Camp</b>	<b>30/08/2019</b>	<b>120</b>	<b>National Service Scheme</b>
<a href="#">View File</a>			

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

<b>Year</b>	<b>Name of the scheme</b>	<b>Number of benefited students for competitive examination</b>	<b>Number of benefited students by career counseling activities</b>	<b>Number of students who have passed in the comp. exam</b>	<b>Number of students placed</b>
<b>2019</b>	<b>Computer Science</b>	<b>12</b>	<b>10</b>	<b>12</b>	<b>12</b>
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

<b>Total grievances received</b>	<b>Number of grievances redressed</b>	<b>Avg. number of days for grievance redressal</b>
<b>6</b>	<b>6</b>	<b>14</b>

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

<b>On campus</b>			<b>Off campus</b>		
<b>Name of organizations visited</b>	<b>Number of students participated</b>	<b>Number of students placed</b>	<b>Name of organizations visited</b>	<b>Number of students participated</b>	<b>Number of students placed</b>
<b>Ernest Young (EY)</b>	<b>53</b>	<b>10</b>	<b>New Age Sys Solutions</b>	<b>17</b>	<b>3</b>
<a href="#">View File</a>					

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

<b>Year</b>	<b>Number of students enrolling into higher education</b>	<b>Programme graduated from</b>	<b>Department graduated from</b>	<b>Name of institution joined</b>	<b>Name of programme admitted to</b>
<b>2020</b>	<b>1</b>	<b>B.Sc</b>	<b>Biotechnol</b>	<b>MALANKARA</b>	<b>MSC BIOTEC</b>

[View File](#)

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

Items	Number of students selected/ qualifying
NET	36
SET	3
Any Other	10
No file uploaded.	

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

Activity	Level	Number of Participants
XPRESSIONZ 2020, An Intercollegiate Literary and Media Fest ,conducted on 31 January, 2020, which includes the following 11 Competitions - [ Drama Competition, Extempore, Poetry Writing, Photography, R J Hunt, Duet, Short Film, Literary Quiz, Recitat	National	220
<a href="#">View File</a>		

### 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
2019	Silver medal in the senior state meet Silver medal in the university meet	National	2	Nil	Nil	Nohin Mathew Antony
<a href="#">View File</a>						

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

Activity of Student Council: The studnets' union for the year 2019-2020 was elected on 22/8/2019 and the oath taking ceremony of the newly elected college union (student council) members was conducted on 23/08/2019. The student council comprised of the Chairman, Vice Chairperson, General Secretary, University Union Councillors, Magazine Editor, Arts Club Secretary and one representative each from all the UG and PG classes. The council conducted

regular meetings to chalk out the activities for the year. The major programs conducted by the students' union during the year 2019-2020 are the following: (1) Inauguration of the college union and arts club on 3/10/2019 followed by cultural performances of the students. (2) Thanalkkoottam- a gathering under the tree shade for the students to flaunt their talents was conducted on 29/08/2019, 19/09/2019 and 19/02/2020. (3) A new venture of the college union was the establishment of an inter-departmental football competition inaugurated on 02/01/2020 with a match between the union team and the teachers team. (4) An outdoor painting competition titled 'Nirakazhcha' was organized on 16/01/2020. (5) The College union initiated an inter-departmental cricket match from 31/01/2020 to 04/02/2020. (6) Prem Nazir international film festival and Prem Nazir trophy drama competition was held on 06/02/2020. (7) An inter-collegiate debate competition in memory of late Professor P. T. Chacko was held on 13/02/2020. (8) College Arts day was held on 28/01/2020 with enthusiastic participation from all the departments. Representation of students on academic administrative bodies/committees of the institution: 1. Anti-ragging Committee 2. Students' grievance Committee 3. Hostel Committee 4. NSS Advisory Board 5. RUSA Project Monitoring Committee 6. IQAC Committee 7. Placement Committee 8. Women's cell 9. Canteen Committee

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

489

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

110000

5.4.4 – Meetings/activities organized by Alumni Association :

During 2019-20 academic year 8 Executive meetings of Alumni Association were held in the College (Mother chapter) in addition to the Grand Alumni Meet which is held every year on 26 January. The main agenda of most of the meetings was the Centenary year celebrations of the college. In addition to these nearly 12 meetings were held in various chapters including foreign chapters.

### 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)

1) One of the attractive features of the curriculum of St Berchmans college is that every student who joins here for his studies as a UG student should do at least one add on programme. Its purpose is to make the students familiar with a field of knowledge which is associated or not directly with his main programme. Further it aims at enhancing the employability of the students. Departments have the freedom to choose the add on programme they want to offer, design the curriculum and determine the related term and conditions. 2) Departments have full autonomy in determining and designing extracurricular and co-curricular activities for the benefit of the students. Every department has an association in its name. One of the teachers of the department will be the president of the association. Other office bearers will be the elected representatives of the students. The meetings of the association were held regularly. The activities of the association for the academic year are

discussed and finalised in the meetings. The kind of freedom and independency given to the departments in designing co-curricular and extra-curricular activities through their associations encourage many departments to conduct mega-national as well as competitions and events for students from inside and outside the college.

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
Curriculum Development	<p>a) All the members of faculty are ex-officio members of the Board of Studies of the concerned department. b) Board of Studies in all the disciplines meet regularly to monitor the curricular activities. c) Expert opinion is collected from various industry, academia and alumni for enriching and designing the curriculum. d) Opinion is collected from all stakeholders and analysed for curriculum development. e) Departments have full freedom in organising guest talks, seminars and workshops for transferring new knowledge to the students on a regular manner. f) Several departments have signed MoUs with reputed organisations for research, industry interactions and knowledge sharing, offering add on programmes. g) The curriculum is enriched by latest and updated content which is learner centred using seminars and workshops for students. h) Curriculum envisages regular Industry interface for fine tuning the students with industry exposure.</p>
Teaching and Learning	<p>a) ICT enabled learning in the class rooms. b) Almost all the teachers use ICT tools to make the classes more interesting. c) All the departments have LCD projectors and the teachers use the same for making the presentations more attractive and useful. d) The college implements advanced learners programme for students with high level of motivation. e) Peer learning is practiced as a very effective measure to support weak students. f) All departments conduct memorial/endowment talks and invite experts from international and national institutions to interact with students and teachers. g) Remedial coaching is given to slow learners to improve their</p>

confidence and academic performance. h) Viva voce examination is a component of in semester assessment of certain UG and PG programmes. i) Workshops are organised to give hands on experience in many of the emerging areas in science, technology, commerce and management. j) Students visit premier institutions/industrial units in India and abroad to acquire practical knowledge related to their areas of study. k) On the Job training made compulsory for a few UG programmes l) A well-established central library and department library for enabling higher and quality learning for students. m) College follows a continuous assessment and learning system for each course offered in various Departments. n) Learner centred teaching and learning practiced in the college where students gave more opportunity to learn through seminar, assessment and discussions. o) Departments prepare the course plan to make the learning effective and more systematic.

Examination and Evaluation

a) The College has established the office of the Controller of Examinations for conducting the entire examination system in the college. b) All the faculty members participated in the Board Meetings/workshops to plan and the conduct of Exams. Every Department has an Internal Exams Coordinator. c) A continuous evaluation system is followed in the Departments to ensure a constant learning for the students. d) Question Bank system was established in the controller of examinations office for the smooth conduct of the end semester examinations. Dedicated software is also established for generating the question papers. e) Active Faculty participation for Centralized Paper Valuation Camp with Chairpersons, Chief examiners and Additional Examiners were appointed for various semesters. f) Conducted viva for UG and PG students on a regular basis for better evaluation. g) Students can get information about their attendance status and examination details through student portal. h) A proper display of the attendance and internal marks were also published on the notice board for verification i) Schemes are prepared for examinations and double valuation

	<p>is followed for the end semester examinations.</p>
<p>Research and Development</p>	<p>a) Paper publications in leading journals by faculty members and students on a regular basis. b) Paper presentations in international and National Seminars by both faculty and students. c) The teachers in the college are actively engaged the research. Majority teachers are Ph D holders and the remaining teachers are doing the PhD program in reputed universities. d) The curriculum is designed in such a manner to create research awareness. To enrich the research aptitude many Departments organized various programs on SPSS, Higher learning of Excel, Research methodology etc... for both teachers and students. e) Innovation club was also established to generate a research outlook among the students. f) Research oriented projects were given to students for creating a flair in research among students.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>a) A well established spacious 4 storied central library building in the campus with all modern amenities, with wi-fi enabled. b) Wi-Fi connection was made available in the Departments and library. c) Separate Library exclusively for all major Departments. d) New books, journals and theses are added to the library stock every year. e) Up gradation of e-resources is done regularly. EBSCO, PROWESS, INFLIBNET, J store, and other e resources were made available in the campus Library. Geogebra Software, LateX, Physio Ex Lab simulations, bio molecular simulations were also used in the Library. f) College has a digital library, PowerPoint Presentations and a collection of various E books. E Resources includes: Nlist E journals -6293 Ebooks- 160809 EBSCO E-journals - 4000 Ebooks - 12000 PROWESS IQ g) Digital Display Board/Notice Boards/PA System. Well equipped Administrative block with Audio-Visual room, Seminar Hall and Conference Hall. h) Fully furnished Computer Labs/IT Labs/language lab with internet connection. i) Infrastructure also includes Indoor Stadium, 2 basketball courts, Football ground, Hockey Ground, Church and a large auditorium which can</p>

accommodate 3000 students, Mini theatre, Volley ball stadium, Gallery, Shuttle court, and Gymnasium. j) Green and clean campus with well-maintained Botanical/ Herbal Garden. k) Rain water harvesting and drinking water facilities. Solar power plant. l) A Dedicated block exclusively for Research.

Human Resource Management

a) A dedicated HRD with a full-time officer was established in the college for taking care the well being of students and enhancing the skills and competencies of the students. This Department actively takes care of the placement drives of the college for various Departments. The Department conducts various skill development programmes and contacts various companies for placements. b) HRD of the college gives training to students especially to final year UG and PG students on resume preparation, Group discussion, interview techniques etc. c) A Placement officer was appointed in the Department of Management Studies to take care of all the placement activities and placement training for the Students. d) A full-time corporate skill development faculty was also appointed to sharpen the skills of students in various Departments. This faculty is responsible for imparting soft skill to the students. e) There are separate Staff Association for the teaching and non-teaching staffs, under the aegis of which cultural programmes, celebration of festivals, valedictory functions, annual staff picnic, etc. are conducted to build loving atmosphere to work. The manager addresses the staff on all special occasions. f) Training and development programmes are conducted by the college for the up-gradation of skills and abilities of the teaching, non-teaching and ministerial staff, to motivate them and equip them for enhanced performance. g) Students Union meetings are held on a regular basis and valid suggestions are favorably considered. Meetings of IQAC, Staff council, and various committees and associations held regularly. h) College has a strong alumni association. Alumni participation is ensured on a regular basis for the major activities of the college. College also ensures a regular



	meeting of alumni every year.
Industry Interaction / Collaboration	<p>a) Industry experts/representatives are invited to be the members of the Boards of Studies, and the Governing Council for their valuable suggestions.</p> <p>b) Industry visits and on-the-job training provided to the students on a regular basis. Students conduct internship and projects in various corporate to gain hands on experience and exposure. This is included in the curriculum because it is a platform for industry interaction/collaboration. c) National and international Seminars, workshops and talks by experts from industry as resource persons are organized by different Departments. d) In addition, some departments conduct add-on courses/ Certification Courses in association with reputed companies. For this the company employ guest faculty from industry and conduct guest lectures. Industry and field visits and internship are made mandatory for some programmes. e) To gain employability for the students various Departments frame their curriculum industry friendly and maintain a good industry relationship.</p>
Admission of Students	<p>a) Online admission process is followed by the college in its own portal as per the rules and regulations of the University and the government.</p> <p>b) Community and Management Quota Admission is done by the College in compliance with the University and Government norms. c) Admission procedure is transparent, accounted, and audited. d) Vacant seats filled through spot admission as per norms laid down by both the University and the Government.</p>

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

E-governance area	Details
Planning and Development	All the admissions to UG and PG programmes are made online.
Administration	A separate portal was established for the office administration. 'SB Digital' was used for the file digitalization in the office. For all purchasing a separate 'E-tender' portal was created for all the tender proceedings.
Finance and Accounts	A separate software is used for all finance and accounts management in the college.



<p>Student Admission and Support</p>	<p>Students Satisfaction Survey , Teacher Evaluation and other surveys are made online. The entire student admission and support system is done through the college admission web portal. This module furnishes details of the students such as name and number, town/village, name of the parent or guardian, residential address and contact number, date of birth, nationality, religion, caste, community, and email address. Process like admission, admission register, students list, category wise list and promotion list is easily handled through this portal.</p>
<p>Examination</p>	<p>Process like admission, admission register, students list, category wise list and promotion list are easily handled through the Controller of Examinations' portal. This page gives access to information and notification from the Controller's Office, exam related activities, course code, course name, course type, course order, internal external mark ratio, rules of conversion and exam date setting, question paper setting, question bank setting, question paper scrutiny, question paper selection and printing, hall ticket publishing, conducting exam, pseudo code generation, valuation, mark entry, pass board meeting etc.</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
2019	Dr Ajith James Jose	For attending International Conference at Orlando, Florida, USA	'FLAIR fellowship - 2019' by Collegiate Education Department, Kerala	150000

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

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	Wildlife week celebration organized by the dept. of Zoology, keynote lecture delivered by Ms. Reney R Pillai	Nil	01/10/2019	09/10/2019	8	65
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course by Talent Development Centre (TDC), Indian Institute of science, Bangalore	1	22/11/2019	12/12/2019	20
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Co-operative Society provides various kinds of financial assistance in the form of cash credit, higher purchase loans, OD, Personal loans etc.	Staff Co-operative Society provides various types of financial assistance in the form of cash credit, higher purchase loans, OD, Personal loans etc. Any one who is in need of financial assistance can borrow and the borrowing limit is determined on the basis of the salary	St. Vincent De Paul Society provides financial support to needy students of both UG and PG students on a monthly basis.

of the borrower.

## 6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audit were done on yearly basis. The college conducts a systematic internal and external audit every year to monitor its financial aspects relating to academic and non-academic activities. An internal committee was constituted for the proper checking financial bills and payments. At the end of the year a registered agency conduct the external financial audit and submit the returns to the authorities concerned

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
Dr Philip M P	50000	K K Francis Memorial Lecture fund
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

456114

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	UGC NAAC PEER TEAM	Yes	IQAC
Administrative	Yes	DEPUTY DCE KOTTAYAM	Yes	FINANCE COMMITTEE

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

1. PTA supports students by instituting various scholar ships. 2. Every year PTA organises a merit day celebration to honour students who secured meritorious achievements. 2. PTA Members are actively involved in various committees for infrastructure development, academic and quality enhancement. 3. PTA provides Support for extension and outreach activities for industry collaborations of the college. 4. PTA takes the initiative for organising awareness programmes for the benefit of students.

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

1. Training to administrative staff on online admission, e payment of fees etc. 2. Training on Linways to familiarise the administrative staff with Linways software. 3. Special Preference given to children of teaching and non-teaching staff for admission in various courses of the college

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

1. Different departments as well as the college started signing MoUs with other institutions for student exchange, faculty exchange etc. 2. A new curriculum that enhances the quality and employability of students was introduced. 3.. Admission process was completely made online. A portal was exclusively opened for the same. 4. Question Bank system for End semester examinations started and separate software for the same is furnished for effective operation.

### 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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 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
Women Cell Activity Inuaguration	04/12/2019	04/12/2019	85	Nil
International Womens Day Celebration	09/03/2020	09/03/2020	115	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
The policy of the college is to equip all its new buildings with provisions for solar power. The new class room block is roofed with solar panels having 50 KW power generation capacities. Thirty solar lamps were installed on the campus to reduce the dependence on hydroelectric power. The food waste from the hostel mess is used for biogas generation and the gas generated reduces the consumption of LPG.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	15
Provision for lift	No	Nil
Ramp/Rails	Yes	15
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	15
Scribes for examination	Yes	15
Special skill development for differently abled students	No	Nil

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

## 7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
"Littering Free Campus, Village, and City Scheme"	15/06/2019	15/06/2019	50
International Yoga Day (Yoga Practice)	21/06/2019	21/06/2019	35
Orientation cum Leadership Workshop	22/06/2019	22/06/2019	89
Donating Library books to Anjappam Library	23/06/2019	23/06/2021	20
International Day against Drug Abuse and Illicit Trafficking (Film Show and Discussion)	26/06/2019	26/06/2019	50
Van Maholsav Saptha - Plantation of Saplings	05/07/2019	05/07/2019	20
Rain Water Harvesting Pits	20/07/2019	20/07/2019	20
Swachhata Pakhwada-Oath taking	01/08/2019	01/08/2019	85
Blood Donation camp	19/06/2019	19/06/2019	120
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## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The new class room block is roofed with solar panels having 50 KW power generation capacities. Thirty solar lamps were installed on the campus to reduce the dependence on hydroelectric power. The food waste from the hostel

mess is used for biogas generation and the gas generated reduces the consumption of LPG to a certain extent. The use of concrete cover and concrete pavement tiles is limited to the minimum so that rain water can percolate through the open floor and enrich the water table. E-waste generated from the various computer labs of the college are pooled together and auctioned.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

NAVODAKAM Near to the college, at the heart of Changanassery city, there is a 9.5 acre Public Pond called Poovakkattu chira. The pond has been an important source of water to the locals. Earlier it was connected to rivers flowing through the outskirts of the city. As a result of unscientific construction works it got separated from the rivers. A few years ago the pond was in a miserable state of neglect. Residents around the pond used it as a waste dumping yard. The pond was filled with household waste, slaughter house waste and waste from nearby automobile workshops. As the organic waste content increased aquatic weeds and grasses started to flourish and cover the pond and literally the pond changed to a grass covered ground. With the support of the Municipal Authorities department of Botany intervened and initiated a project called NAVODAKAM, meaning The New Water on 5 June 2017. Through the Navodakam project the department envisaged the following, • Cleaning the pond and surroundings at least once in a week through the joint efforts of students, teachers and the public • Making the public aware of the significance of wetlands and water bodies • Involving the public in the conservation of wetlands and water bodies • Periodically testing the quality of water in the pond and seeking expert opinion in improving the quality of water • Presenting the 'Government-Higher Education Institution-Public' collaborative model of environmental conservation to other institutions and the state at large. • Cleaning the other water bodies in the city through the model Through the sincere and consistent work of the Navodakam team comprising of teachers and students the pond gradually became a tidy and clean water body. The best part is that water birds such as Indian cormorant, whistling geese, darters and kingfishers came back to the pond in folks. Regular visit of water birds is an indication of the health of the water body. Student volunteers were given initial training on the importance of water bodies and wetlands. Trained student volunteers continuously educate the public about the importance of a water body like Poovakkattu chira and its significant influence on the ground water table. We could initiate a residents association in the area around the pond. As per the byelaw of the association one of the faculty members of the Botany department will be a special invitee in all their Executive Meetings. We are using the general body meetings of the residents association as a platform for creating awareness in the residents near to the pond. Through the well planned and concerted efforts team Navodakam could bring the pond back into a blissful life. The project continues as a model for other institutions to follow. Course on Basic Life Support System and Disaster Management (BLS and DM) A course on Course on Basic Life Support System and Disaster Management has been incorporated as a mandatory course in all UG and PG Programmes. Through the course college intends to train the students in basic life support system, first aid and disaster management. Our goal is to equip our students with the skills required to deal with everyday medical emergencies and save precious lives. Each student should under five hours of hands on training in BLS DM organised by the Centre for BLS DM. The training will be imparted on weekends/holidays/vacation during the first semester of the programme by specially equipped trainers. After the completion of the training, the skills acquired will be evaluated using an online test and grades will be awarded.

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

### 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

True to the vision of Christian charity, the college is committed to inspiring its students to attain nobility through compassion, strength of character, and dedication to the service of their fellow human beings and achievement of excellence in all walks of life. Every undergraduate student is expected to undergo a compulsory social awareness programme (SAP) during the first and second semesters of their course. The aim of this programme is to make students understand how humans behave, as individuals, as part of groups, and as members of larger social institutions. The expected outcome is that the student will be able to understand the human behaviours and human needs and the functioning of a variety of social institutions. Also, it aims to equip the students to understand the psychological, social, economic, and political roles they have to play in the society through first-hand experience. College identified various arenas in which the students can work with. All UG students were given an orientation talk on the need for social awareness programme during the first semester itself, and asked to register their choice of their activity. The Director of SAP in consultation with the mentor published the list. This activity was closely monitored by the Director, HoD and the mentor. The primary areas of focus of SAP includes, but not limited to, education, health and hygiene awareness, environment and plastic use awareness, association with civic organisations, skill training, working with charity ventures like orphanages, hospitals, old care and palliative centres, NGOs etc. The programmes was conducted after the regular class hours, weekends or holidays. The performance of the students was evaluated by the mentors regularly.

Provide the weblink of the institution

<http://igac.sbcollege.ac.in/distinctiveness/>

### 8.Future Plans of Actions for Next Academic Year

Start the initial works for revising the curriculum of UG and PG programmes 2. Implement the revised curriculum in the academic year 2022-23. 3. Secure ISO certification. 4. Provide sufficient training to teaching staff on online teaching. 5. Arrange necessary training programmes to administar 3.. Organise more programmes for developing entrepreneurial traits among students. 4.. Update the college website so that it ensures the proper functioning of the management information system. 5. Update the faculty profile in the college website. 6. Sign more Mous with other Universities and institutions for collaborative activities. 7. Implement more Society linked activities. 8. 4. Encourage more departments to start students centred programmes and inter collegiate competitions so as to develop the leadership qualities and organising abilities of the students. 5. Promote departments for Overseas MOUs for faculty exchange and student exchanges. 6. Collect the feedback from all the stake holders including employers with respect to the suitability of curriculum. 7. Establish MOUs the different organisations for student project and internship and for further placement 8. Accelerate the programmes of Berchmans' Consultancy Services for generating revenue. 9. Ensure and encourage more performance of the students in university and state level cultural /sports activities. 10. Increase the amount of campus placements. 11. Improve the performance of conduct of examination and ensure a dedicated examination hall to incorporate more number of students at the top floor of administrative block. 12. Promote the departments to conduct various national level seminars with eminent speakers. 13. Ensure departments are conducting Faculty Development Programmes (FDP) and Management Development Programmes (MDP) 14. Ensure that all the departments have become research centres



of the institution. 15. Organise research paper competition department wise 16. To centralise the internal evaluation process so that each component of evaluation is uploaded by the faculty immediately after the even and in semester examinations so as to avoid student grievances. 17. Continue the process of adoption of villages for the transfer of knowledge and their social development. 18. Conduct workshops to teachers so as to enable them to develop e-content and video presentations. 19. Promote faculty visit to employer organisations so as to learn about the modifications required in the curriculum. 20. Equip faculty members with the competency of online classes and you tube presentations with respect to their teaching areas as part of capacity building