YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ST.JOSEPH'S COLLEGE, MOOLAMATTOM
• Name of the Head of the institution	Dr. Ebey P. Koshy
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04862252043
• Mobile no	7510312043
• Registered e-mail	sjcmoolamattom@gmail.com
• Alternate e-mail	iqacsjcm@gmail.com
• Address	Arakulam P.O., Idukki (District), Kerala (State)
• City/Town	Moolamattom
• State/UT	Kerala
• Pin Code	685591
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Mahatma Gandhi University, Kottayam, Kerala
• Name of the IQAC Coordinator	Dr. Joseph George
• Phone No.	9447001012
• Alternate phone No.	7510312043
• Mobile	9447001012
• IQAC e-mail address	iqacsjcm@gmail.com
• Alternate Email address	josephgeorgesjc@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.stjosephscollegemoolamattom.ac.in/
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/Academic%20Calendar%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	78.00	2005	28/02/2005	27/02/2010
Cycle 2	B	2.82	2012	15/09/2012	14/09/2017
Cycle 3	A	3.12	2018	16/08/2018	15/08/2023

6.Date of Establishment of IQAC	06/07/2009

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020	0

8.Whether composition of IQAC as per latest	Yes

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**6**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**	
• If yes, mention the amount	**80000**	

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

1) Initiated the production of hand sanitizers for the prevention and disinfection of Covid-19. 2) Brought out Inter-disciplinary inter-collegiate research journal 3) Enabled Wi-fi facility in the campus to promote online teaching 4) Facilitated financial assistance to each department for organizing National/International webinars 5) Conducted Orientation programme for the staff members on Higher Education Accreditation Process

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

Plan of Action	Achievements/Outcomes
1. To provide wi-fi facility in all the departments and to make the staff to participate in workshops/FDPs on ‘online teaching learning tools’.	1. With the installation of wi-fi facility in the campus and the proper acquisition of knowledge on online mode of teaching by the teaching faculty, the institution could carry out all the academic activities, including classes, exams, evaluations, PTA meetings etc., very effectively.
2. To give mentoring to high achievers among student community to help them to secure university ranks.	2. As a result of giving additional training and mentoring to high achievers, twelve students could secure university ranks for various UG programmes and one student bagged university rank in PG programme.
3. To encourage the teaching faculty to attend various MOOC courses, FDPs, seminars, workshops etc. and to contribute research papers to national and international journals.	3. Teachers actively participated in various MOOC programmes, FDPs, Seminars, Workshops and such academic activities and contributed a significant number of papers to national and international journals.
4. To initiate various skill oriented programmes by departments	4. Various departments initiated add-on programmes for skill development
5. To give remedial classes for slow learners	5. All the departments provide remedial classes to slow learners
6. To organize webinars on admission process to higher education institutions	6. Departments organized webinars on central university and foreign university admission procedures
7. To offer coaching for national level competitive exams like NET, CSIR etc.	7. Departments of English and Chemistry organized online coaching classes

8. To organize gender equity programmes	8. Under the aegis of various departments and clubs gender equity programmes are arranged
9. To initiate a MOOC course on organic Farming in collaboration with MG University	9. MOOC course on Organic Farming started
10. To offer human resource and technical assistance to both government and general public in meeting the challenge of Covid pandemic	10. The institution played a key role in assisting the government to contain the spread of covid pandemic

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Staff Council	12/05/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	26/02/2022

Extended Profile

1.Programme

1.1 **13**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **966**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **267**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **403**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **62**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **26**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**966**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**267**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**403**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**62**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**26**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**45**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**33,23,222**
4.3 Total number of computers on campus for academic purposes	**120**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College is affiliated to Mahatma Gandhi University, Kottayam and thus its curricular aspects are governed by the university statutes and regulations. The College and each department prepare an Academic Calendar every year in tandem with the University norms. The IQAC ensures the conduct of the programs stipulated in these academic calendars.

In UG and PG programs,Choice Based Credit System has been implemented effectively. E-resources prepared by the faculty, Question Banks containing model question papers, etc. are made available in the College Website. ICT-enabled teaching methods including a customized learning management system (LMS) and innovative online teaching platforms like Moodle, Google Class Rooms, Kahoot Quiz, etc are used by the faculty. Students are motivated to use E-resources like N-list, J-Gate, and E-books available in the main library. Departments have collaborations with professional bodies like ICIA, Institute of Cost Accountants

of India, Kerala Bio-Diversity Board, etc. Industrial visits, quizzes, case discussions and seminars, workshops have been organized on a regular basis, and tutorials on MS Office, Tally, DTP, etc. too are offered. Mentorship is provided to all the students and support is offered to weak students in the form of remedial courses. Bridge courses are also offered meticulously

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.stjosephscollegemoolamattom.ac.in/downloads.html

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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 prepares an academic calendar of its own. An Annual Academic Plan is prepared by the IQAC on the basis of the academic calendar of the university and departmental academic plans. The same is published on the college website. The College Staff Council, timetable, and workload committees are also involved in the process. The IQAC ensures the conduct of the programs stipulated by each department in its academic calendar.

The college systematically monitors the performance of every student to deliver proper guidance. 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. Each teacher provides mentorship to the wards allotted to him/her.

Two internal exams are conducted each semester with objectivity and transparency. Internal marks are displayed on the notice board. After the settlement of grievances, the internal marks are uploaded to the University's website upon intimation by the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/Academic%20Calendar%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

188

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

As per the new UGC regulation, Environment Studies and Human Rights has been incorporated into the fifth semester UG syllabus. For both UG and PG programs exclusive courses are offered across various semesters sensitizing students in areas like Gender Studies, Renewable Energy, Human Rights, Environmental Impact Assessment, Ethical Agriculture, Business Etiquette, Analytical Chemistry, etc. Various programs related to cross-cutting issues are included in the regular activities of various clubs and associations in the college. The NCC and NSS units of the college and other cells and clubs engage in social awareness programs, cultural programs, legal awareness programs, and awareness on drug abuse. The women cell of the college provides training to girl students. The institution gives equal opportunities to students irrespective of gender in department activities, student union

elections, and various cell/club activities. The energy conservation club, Nature club, and Bhoomithrasena are active in the campus. Green protocol is strictly abided by the institution. The Institution also offers moral and value education to all the students. Various career guidance programs are organized to inculcate professional ethics in students. Effective waste management and energy and water conservation practices have been adopted. The college successfully maintains a rainwater harvesting system.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

409

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/Feedback%20from%20stakeholders.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/Feedback%20from%20stakeholders.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

304

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

178

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution analyses and plans the schedule according to an academic calendar. Every year the departments conducts orientation programmes at the beginning of each academic year and a post admission test is conducted by everyone. This test helps us to understand the knowledge and skills of each student. The bridge courses are provided to all students to fill in the knowledge lacunae of each student. Mentorship programme provides separate tutors to each student. Students are also provided with the ICT platform and audio visual classrooms to enrich their learning experiences. Peer teaching is encouraged to foster collaborative learning. A continuous evaluation of students is made by evaluating their assignments, seminars, projects, competitions and weekly tests. Remedial classes, Walk With a Scholar, etc. are provided to those students who are weak in studies and enrichment programmes, Walk With a Scholar etc. are offered to above average students. PTA meetings are conducted to have an analysis of the students performance between parents and teachers. Internal Quality Assurance Cell evaluates the periodic performance of each department of the college. Students Satisfaction Survey (SSS) was

conducted in 2020 among the students of the college to get a feedback solely on teaching -learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
956	62

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

At the beginning of every academic year each departments plans the academic calendar in such a way that optimum experiential learning is imparted to the students .The Social Work Department syllabus is well structured to incorporate field visits and block placements in which the students are enforced to work in various organizations pertinent to their specialization for the stipulated period of time as a requirement for the successful completion of the course. Science programmes provide opportunities to students to do experiments within labs of concerned departments. Physics department conducted virtual labs for smooth conducting of the learning. the The Management, Commerce and English Departments conduct Industrial Visits in accordance with their area of specialization and programme requirement. Walk With a Scholar programme (WWS) conducted online programs for the motivation of the students. On many occasions, the students and faculty of these institutions explicate certain areas in the syllabus to the students besides telling their experiences and technological advancements they have achieved so far. The Mathematics Department organizes programmes which enhances problem solving ability of the students. Mock tests, Group Discussion, Mock interviews and training programmes are offered to the students to help them to improve their self-confidence. Online Invited talks ,seminars and

lectures by eminent professors across various institutions offer the students added experience in their relevant disciplines. Tagore Forum, Debate Club, Oratory Club and Film Appreciation Club organize a lot of programmes to enhance the students awareness about the society and contemporary issues that are happening around them.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers make use of power point presentations, google meet and google class room in sharing information. During the time of Corona online classes were conducted through platforms like google meet. We also have got audio visual classrooms which help in taking online classes and immensely contribute to the arena of film studies. Every department is provided with a computer with internet connection and a printer. To attain the status of zero paper utility by favoring e-documentation through online admission of students, online submission of projects, online intramural communication across departments, office and library.. One of the class rooms of every Department is converted to a smart class with the addition of an LCD Projector and screen. The College has a well-furnished language lab to train the students in good communication practices. In addition, the College has a few portable projectors, laptops and a video conferencing. Educational CD ROM repository is provided in the library as well as in various departments. The Department of English has a collection of educational CDs including classic films. Certain departments have Computer Labs of their own. Teachers as well as students make use of these facilities for academic activities. Training on IT is provided to the needy students. The College has a well-furnished central computer lab with sixty systems. Media Centre offers facility for internet browsing with ten systems which are accessible to students during intervals and after the classes.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

62

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

62

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

355

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college follows Institutional Level of Continuous Internal Assessment (CIA). CIA 1 and 2 are scheduled in the first half and second half respectively of every semester. It is conducted in the same pattern as that of the university examinations. The marks are available in the college website and are published in department notice boards. PTA meeting is conducted after CIA 1 and parents are also given the opportunity to access the performance of the students. For conducting CIA 2 three separate days are arranged in the second half of the semester. It follows the model of university exam and grades are awarded similar to CIA 1. The second internal exam serves like a model exam before the university exam. CIA 3 mainly comprises of weekly tests, seminars and assignments as a part of the continuous evaluation of students. Weekly tests are also conducted as per department schedule. The performance of the students is recorded in the marks register which is kept in the department. There will be an

objective analysis of seminars and assignments. The formative assessment is based upon field works, camps and recognitions in competitions in various fields. Summative assessment is also done based on the performance of students in semester exams conducted by university.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal exams are conducted in the College prior to the University exams with a common timetable. During the covid days, examinations were conducted online. Scores obtained in each internal exam are documented in the Department concerned and later verified to assess the progression of the students·. Criteria such as prompt, perfect and timely submission of assignments and seminars are also counted in the preparation of internal marks · These internal marks are published in the College notice board and grievances if any, are allayed before it is uploaded in the University website.

If any grievance arises during or after the discussion the teacher concerned can redress the grievance. If it remains unsolved in the first stage, the issue can be brought to the notice of the Head of the Department .The unsolved issues in the first two levels are brought to the Principal. For instance, during 2020-21, during covid pandemic college had conducted internal examination in online mode in between 10 to 11am. As per the parents suggestion Principal decided to conduct the examination between 6.00 pm to 7.00 pm so that parents can put their attention on students. Timely help for the differently abled students is ensured. If a complainant is reluctant to reveal his/her identity, he /she can drop the complaint in the complaint box kept in front of the Principal’s room.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes and Course Outcomes are displayed in the website .In addition to that class teachers explain the terms on the begining of every academic year. Links of the PO,CO and PSO of each departments is attached here

Department of English

1. **M A English-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_English_PG.pdf**
2. **B A English-http://www.stjosephscollegemoolamattom.ac.in/PSO_english.html**

Department of Mathematics

1. **B Sc Mathematics-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO%20_%20PSO_COMaths%20and%20Stat.pdf**

Department of Physics

1. **B Sc Physics-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_Physics.pdf**

Department of Chemistry

1. **B Sc Chemistry and M Sc Chemistry-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_Chemistry.pdf**

Department of Economics

1. **B A Economics-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_BA_Economics.pdf**

Department of Management Studies

1. **B.B.M-http://www.stjosephscollegemoolamattom.ac.in/assets/PS**

O/PO_PSO_CO_BBM.pdf

Department of Commerce

1. B Com Computer Application-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_BCom_Comp.pdf
2. B Com Computer Taxations-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_BCom_Tax.pdf
3. B.B.A-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_BBA.pdf

Department of Social Work

M.S.W-http://www.stjosephscollegemoolamattom.ac.in/assets/PSO/PO_PSO_CO_MSW.pdf

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Program Outcomes (PO’s)

Domain Specific (PSO)

Domain Independent (PO)

Course No. MM5CRT02

1

2

3

4

5

6

7

8

9

10

11

12

CO1.1: (a) Use the method of separation of variables to solve ylnydx – xdy = 0

(b) Determine the particular solution that satisfies the initial data [endif]-->+ xy = 2x

3

3

0

0

0

2

1

1

1

0

0

1

CO2.2: Use the method of undetermined coefficients to find the general solution of [endif]-->when x = 1, y = 1

1

2

3

0

0

2

1

1

1

0

0

1

CO3.3: Verify that [endif]-->has a three term recursion formula and find its series solutions y1 and y2 such that (a) y1(0) = 1, y1’(0) = 0 and (b) y2(0) = 0, y2’(0) = 1

3

3

3

0

0

2

1

1

1

0

0

1

CO4.4: Determine two independent Frobenius series solutions of x[endif]-->+ 2[endif]-->+ xy = 0

1

2

3

1

0

2

1

1

1

0

0

1

Average

8/12

10/12

9/12

1/12

0

8/12

4/12

4/12

4/12

0

0

4/12

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

265

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-

pdf/Students%20Satisfaction%20Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Over the years, St Joseph’s College, Moolamattom has moulded an ecosystem which endeavour to create and impart knowledge among the faculty, students and local people. The research centre in Department of Chemistry houses a sophisticated Instrumentation Centre which equips the researchers in Chemistry with state-of-the-art facilities for influential research. The faculty,research scholars and students contribute more than 25 publications annually in peer reviewed journals.The College also publishesJosephine Researcher,an ISBN numbered interdisciplinary research book.The Department of Chemistry also offersfacility forDry Rubber Content testingto the general public in the nearby agrarian vicinity. Various clubs organizes trade fair and training programmes to enthuse the young minds. All departments of the College keenly organise a number of seminars to inspire and ignite the minds of young generation. A repository of Power Point slides presented by students are also kept indepartmentsfor future reference.The Video-Conferencingset upis instrumental in disseminatingknowledge among the college community.The Post Graduate Department of English screens masterpieces and classic movies in the Audio-Visual Room, promoting an ambience of visual artistry. The College Magazineoffers students with umpteen opportunities to share theirskills, tells ample volumes of student craftsmanship.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1CAiHBDZQ_XdjGRBQ5WwRPvW0aClJhWrI/view?usp=sharing

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://www.stjosephscollegemoolamattom.ac.in/research.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

55

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

35

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The College organises multitude of programmes through organisations like NCC, NSS, Nature Club, Tourism Club, Palliative Care, Life Line Club etc. for the benefit of neighbourhood community. Social outreach programmes like House Visits, House Renovation Activities, Tribal Partnership Programmes, Poster Presentation, Surveys etc. are organized in connection with various public bodies. In purview of Covid 19 pandemic, Covid 19 prevention training, distribution of sanitizer to public and A survey on impact of Covid were carried out. College strives to spread the message of Swachh Bharath through regular conduct of cleanliness drives and plogging drives at Thodupuzha Municipal Park and Elappally waterfalls, a nearby tourist destination. The spear of action of MSW department is highly associated with the local community. The counselling service provided by MSW students to the high school students of Govt. VHSS Moolamattom is evidence of how they intertwine their curriculum in enriching the social life of local community. The Staff and students together collected

1000 books and shelves to Elappara Panchayat High school library. A Blood Donation Campaign and Blood Donors Directory was created and maintained under the flagship of NSS & IMA, to render help to the needy.

File Description	Documents
Paste link for additional information	httpsdrive.google.comfiled1xVbYZXWlUC0U10eEjRQjouYm37pEcPetviewusp=sharing
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

22

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1200

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Every Department has at least one ICT enabled class room with LCD projector to assimilate technology in teaching with classroom practices. The college has a video conferencing facility at the Media centre.The College has a Central computer Lab with sixty systems endowed with licensed software to offer computer literacy and practical sessions. The Department of English has a language lab supported with sufficient software. The college provides reprographic facilities for the benefit of students and research scholars through the library, students service centre and staff co-operative society. The Research Laboratory of Chemistry is unique with sophisticated instrumentation facilities like Thermo-gravimetric Analyzer, UV, IR spectrophotometers and computational facilities. Science Departments have well equipped laboratiers.

The College has a well-functioning front office at the entry point of the main block. Separate rooms are provided for student counseling, prayer and meditation as well as recreation. A main auditorium, seminar hall, air conditioned conference hall, student service centre and media centre are available in the the main block. Another fully furnished auditorium is available in the Chavara Block which is well equipped with surveillance cameras for

smooth conduct of examinations. Most departments have libraries of their own other than the college library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Sl.No

Facility

Year of Establishment

Size

1

Indoor Stadium with multipurpose Synthetic court

2016

1650 m2

66mx25m

2

200m Athletics Track I

2014

10140m2

130m x78 m

3

200m Athletics Track Ii

1992

6100m2

100m x61 m

4

Obstacle Course 17 Kerala Battalion NCC

2013

976m2

16mx61m

5

Handball court

2014

1750m2

50mx35m

6

Volley Ball court with permanent gallery

1999

696m2

24mx29m

7

Basketball court with permanent Gallery

2000

868m2

28mx31m

8

Indoor Stadium With Multi-purpose training

2020

859.07m2

9

Yoga Centre

2015

128 m2

14.25mx9m

10

Gymnasium

2021

198.41 m2

11

Auditorium (Main Block)

1992

380m2

41.7mx9.1m

12

Auditorium cum Exam Hall (Chavara Hall)

2015

537m2

20.55mx12.4m +30.7mx9.2m

13

Air Conditioned Conference Hall

1995

65m2

6.6mx9.9m

14

Chavara Hall

2013

195 m2

21.65mx 9m

15

Students Service cum Air conditioned Media Centre

2014

83 m2

9.1m x9.1m

16

Language Lab

2006

11.55 m2

3.3mx3.5m

17

Audio Visual Room

2013

52.08m2

9.3mx5.6m

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

5.5

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The college has a well- furnished partially automated library with separate reading facility for faculty, research scholars and 80 students at a time.

Library was upgraded with partially automated in the year2014 using the software e-library solutions version 1.1.124. Latest updates are

software

Version

year

e-library solutions

1.1.129

2018

e-library solutions

1.1.134

2019

e-library solutions

1.1.138

2020

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://docs.google.com/presentation/d/1Bh-3g7dT5Xcp-SqpsL_Cs3RvKNRNaJC5/edit?usp=sharing&ouid=111444038595225728494&rtpof=true&sd=true

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.032377

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

10

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Every department has at least one class room furnished with LCD projector to switch over to IT supported teaching – learning methods. The central Computer lab which occupies about 60 computers The department of English has a state of the art Language lab which receives annual updating in the form of

maintenance of computers and addition of novel video lessons. The student service centre has 5 computers with internet connectivity . The Research Department of chemistry has six computers with server .Physics department also has their own computer lab. Every department is provided with at least one computer having internet connectivity . 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 conductive 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.15

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Governing body takes direct initiative in the maintenance and upkeep of infrastructure and support facilities in consultation with IQAC.

Laboratory

Lab equipments are strictly inspected by lab assistants before University examinations. Proper calibrations were done at regular intervals. The maintenance expenses that are not specified above are met by the Management and PTA. In addition to supply system , college has 20KVA diesel generator and1KV solar power plant.

Class Room

The development officer oversees the maintenance of the class room equipment. The Class rooms are provided for Government exams as per request.

Computers

The college has a System administrator to oversee the maintenance of the computer systems. The use of central computer lab is scheduled as per time- table.

Sports amenities

Time is allotted to students for using Gymnasium. These facilities are provided to the public and to the neighboring institutions on prior request.

Language Lab

Students can avail language lab facilities on rotation basis. Neighboring schools are provided chances to visit Labs.

Library

Library facilities are open to the students in the neighboring schools. Periodicals will be lent for one day after 15 days of their arrival. The maximum period of loan for books is 14 days.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

437

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

45

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	http://www.stjosephscollegemoolamattom.ac.in/assets/pdf/lifeat.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

599

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

599

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

35

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

73

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

5

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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, Vice-Chairperson (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. Due to the covid 19 pandemic situation the union election is not conducted in the year 20-21. All the clubs, associations and forums have student representatives as secretary and joint-secretary. 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 . A number of

webinars and online interactive and motivating sessions were conducted for the student community.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1Ot8drvJMdewepwhrT7hJczggHNuWo4gJ/edit?usp=sharing&ouid=111444038595225728494&rtpof=true&sd=true
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

45

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

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. Due to Covid-19 pandemic this year (20-21) it is conducted online and alumni from different parts of the world participated in the programme. 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 progammes like ‘Guruvandanam’ during the retirement of faculty and the office staff. Besides the common alumni meeting, Department-wise 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 well-wishers. 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 .

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1Ot8drvJMdewepwhrT7hJczggHNuWo4gJ/edit?usp=sharing&ouid=111444038595225728494&rtpof=true&sd=true
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Joseph’s College, Moolamattom, is a minority Christian institution, which adheres to the CMI education policy as envisaged by St. Kuriakose Elias Chavara, the founder of CMI congregation. Accordingly, education aims at the integral formation of the human person for the fulfillment of his/her individual and social responsibilities. Our college aims at moulding students into socially responsible citizens in view of creating a just and humane society. The college is specially

devoted for rural upliftment and rendering educational services to the under privileged. The college enshrines the following key aspects of academic pursuit viz., intellectual competence, moral uprightness, social commitment, psychological integration and openness to further growth as core ideals in its credo. In tune with the mission and vision, the institution endeavours to help the youth to grow up as competent, responsible and mature individuals, imbued with qualities of the head and the heart. The governance mechanism ensures that the activities of the college are allied with the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/13__ja6eOWvMe_d1rXfguruN6mxLEeeq0/view?usp=sharing
Upload any additional information	**No File Uploaded**

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

Ever since the inception of the college, administration is carried effectively through a decentralized mechanism.

The Staff Council discusses all the major programmes – academic and extracurricular – in the College and offers suggestions to the Principal for the smooth administration of the institution.

The Chief Superintendent of Examinations is responsible for the conduct of the examinations in a fair and efficient manner. He prepares the examination calendar in consultation with the Principal and with due regard to the guidelines of the M.G. University and ensures adherence to the Examination.

Managing Board

General Staff Meeting

IQAC

Staff Council

Academic Council

Examination Cell

Research Assessment Committee

Finance Committee

Admissions and Time Table Cell

Building Committee

Purchase Committee

Grievance Redressal Cell for Students and Teachers

SC/ST Cell

Ethics Committee

Anti-Ragging Committee

In addition to these aforementioned committees, clubs and associations like NSS, NCC, SIPC, Tourism Club, Quiz Club etc., also ensure the participation of both students and teachers in the smooth functioning of the institution.

Functional autonomy is granted to all departments and units in the college. At each level and sphere of activity, the teachers and students cooperate with each other for the successful implementation of the prospective plans.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1BAKYBojf1-eLqyonf9pdGsQUsS3E078x/view?usp=sharing
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The managing board in consultation with IQAC formulated a strategic plan for the year 2020-2021. In tune with the changing academic culture, proposals were made for academic expansion. As envisioned in the plan, the college has taken steps to introduce an M.Sc Integrated course in Data Science. In addition to this,the following are some of the proposals made for the year:

Incubation centres

Entrepreneurial facilities

Digitization in the core administrative and financial function

Development of new infrastructure facilities

Wifi enabled campus

Digitization of library sources

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/6.2.1.pdf
Upload any additional information	View File

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

St. Joseph’s College, Moolamattom, an aided college affiliated to Mahatma Gandhi University, Kottayam, is managed by the St.Joseph’s Province, Kottayam of the CMI congregation.

Manager is the Chairman of the management board having the power of appointment of functionaries like the Principal, Bursar, and manages appointments, promotions and disciplinary issues of personnel.

Principal, the chief executive officer is the Chairman of the Staff Council, IQAC, Anti-ragging Cell, Disciplinary Committee, and Ethics Committee.

Each department works under the respective Head of the Department appointed on the basis of seniority. The HoD is responsible for the preparation of Department time table andwork allocation among teachers of the department.

Class teachers are assigned for each class to ensure personal care, attention, guidance, counseling, evaluation and assessment of each student in the class.

The Staff Council is a statutory body constituted in accordance with the statutes of the Mahatma Gandhi University and it consists of the Principal, the Heads of Departments and two elected representatives from the teaching staff. . The college Governing Body is the apex body in all decision making process. Decisions are discussed in regular staff meeting and staff council meetings. IQAC monitors all the decisions taken.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1fIuDHQlNtLvarDP0IjJ4W04qyj25s-rg/view?usp=sharing
Link to Organogram of the institution webpage	http://stjosephscollegemoolamattom.ac.in/administration.html
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Staff Cooperative Society

The institution has unique and well-functioning staff cooperative society which provides the welfare schemes for the Teachers

including financial assistance like Loans. In addition to this,

the College provides a lot of welfare schemes to its staff and has been availed as and when they are needed.

15 days of casual leave are available to the teaching staff and 20 days for non-teaching staff

20 half pay leave or ten days leave can be commuted every year by every teaching staff

Duty leaves are given to all the staff members to attend various Training Programmes/ Orientation/ Refresher/ Workshop/Seminar/Exam subjected to the existing Government rules

Lady teachers can avail six months Maternity Leave as per Government rules

Paternity Leave is given to male teachers on request

Government offers various mandatory Insurance Schemes to the staff

Rev.Dr.Gilson John Silver Jubilee Award for best publication among Teachers.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1qmGjpvkFX80YsALtOLWj1YTAkB9Hx-AE/view?usp=sharing
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has three -tier mechanism for evaluating the performance of the teachers.

Teacher’s Evaluation by Students

Student feed-back regarding the performance of the college is taken annually to identify the students’ response regarding the quality of services offered by the college.

Teacher’s Self-Appraisal Form

It is mandatory for every teacher to submit a self -appraisal form. The teacher furnishes the form in such a manner that it sheds light on the activities pertinent to the creation and dissemination of knowledge apart from the teaching learning process.

Teacher’s Diary

The Teacher’s Diary is also an assessment mechanism, evaluated by the HoD and the Principal.

Academic Audit

The Academic Audit is an evaluative mechanism administered in the department biannually. Each teacher in the Department furnishes the academic audit which is a replica of the self-appraisal form but with the difference that it includes the evaluation of the teaching-learning activities in locus.

Self- Appraisal by non-teaching staff

The performance of the non-teaching staff of the college is assessed on the basis of the self-appraisal form that they prepare annually under the guidance of the Superintendent who administers it meticulously.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1HroiK4LjC09l5ojWAbMADzM307FiIHdM/view?usp=sharing
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts internal and external audits regularly.

The accounts of the College are also audited by the office of the Deputy Directorate of Collegiate Education, Kottayam and the audit department of the Government of Kerala.The head accountant scrutinizes and verifies the financial data which is again scrutinized by the office superintendent and Principal for the financial accuracy. 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. After the completion of the specified period or scheme, all the files relating to the period are submitted to the external auditor.. 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. 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

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1fj5kemr398n6KCZO2PzEGMghoa9qFWRz/view?usp=sharing
Upload any additional information	No File Uploaded

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

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

1538566

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College has a well-functioning mechanism for mobilization of funds and optimum utilisation of resources. The following are the channels through which the College is securing funding:

- **Fees collected from self-financing courses, deposited in the College Account**
- **PTA Funds**
- **Contribution from teachers**
- **Endowments and Scholarships**
- **Financial assistance from MLA/MP**
- **UGC/DST funds**
- **Financial assistance from Management**
- **Assistance from philanthropists**
- **Funding from various Government Departments like Forest, Excise, Tourism, Health, Women’s Commission, Higher Education Department, etc.**
- **Central /State Government funding for NSS and NCC.**
- **The College building is rented for conducting various**

competitive exams like PSC Exams, Bank Exams etc.

Following are the ways through which the funds are utilized:

- PTA funds are utilized mainly for instituting scholarships and endowments for meritorious students who excel in their studies.
- Contributions from teachers are provided to support students who are financially and socially backward.
- Financial assistance from People's representatives are utilized adhering to the Government norms.
- UGC/DST/FIST funds are utilized for the programme development and for the development of infrastructure facilities for teaching and research.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays a pivotal role in enhancingquality in the educational services provided by the institution.Two notable best practices institutionalized as part of IQAC initiatives are Teacher's Diary and Mentoring System.

Individual Teacher Diary

Every teacher has to maintain an individual Teacher Diary to record the day to day activities he/she is engaged in.It is a unique venture to document the working hours a teacher may spend on academic and non-academic matters. The Diary gives a holistic picture/overview of the topics covered by a teacher in each class per semester and it has a section to record the internal mark of students he/she engaged in.

Mentoring System

Mentoring system, a regular practice of the institution, aims at the psycho-social developments of students. Every student has a mentor teacher, other than the class teacher to look into matters

of academic, non-academic and personal significance .Every teacher mentor has a manageable number of students as mentees. The mentee has the same mentor till the completion of the programme.The mentor teacher maintains a record of the mentoring sessions he/she has with his/her mentee. The mentor identifies those students who are in need of counseling and directs them to the Counseling Centre.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews the teaching learning process, methodologies of operations and learning outcomes at periodic intervals through the evaluation of the semester wise Periodic Performance Report from the Departments. In addition to this, an Academic Audit is conducted per semester to monitor and appraise the individual teacher performance in academic activities. The Academic Audit incorporates details regarding the personal profile of the teacher, time table, details of teaching work per semester, achievements, participation/presentation/publication in Seminars/Conferences/Workshops/Orientations/Refresher Courses attended, details of examination conducted, utilization of College/Department facilities or resources and participation in Institutional Social Responsibility activities. The details duly furnished by the teacher are verified by the Head of the Departments concerned and submitted to the IQAC for evaluation and consolidation.

File Description	Documents
Paste link for additional information	http://www.stjosephscollegemoolamattom.ac.in/IQAC.html
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://www.stjosephscollegemoolamattom.ac.in/assets/IQAC-pdf/anul%20report%202022-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college ensures that all categories of students are given equal opportunities for education. It ensures the safety and comfort of women students. We have a Women’s Grievance Redressal Cell and Internal Complaint Redressal Forum to rectify possible issues. The syllabus for UG and PG programs in English Literature include Women Writings and Gender Studies. We also screen short films related to gender equality. In order to ensure safety of women students, security persons are appointed at the gate.

Whenever girl students are to be taken out of the campus, for annual study tour or for participation in youth festivals and similar events, a lady staff member always accompany the students. There is a well-equipped Rest Room for women with water purifier and sanitary wending machine. Surveillance cameras are installed at various places to monitor general discipline and conduct. Girl's representatives are included in all activities. For clubs and associations like NSS and NCC, titles of responsibilities are given equally to male and female students. There is also an Anti-Ragging cell in the college.

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/document/d/19ypymXH_DFNGZ7DUh5nJvCE4L5FDQTX2/edit?usp=sharing&ouid=111444038595225728494&rtpof=true&sd=true
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1CmDJ15kna9nNuObtmQBeg3Y8cBIdiLoq/edit?usp=sharing&ouid=111444038595225728494&rtpof=true&sd=true

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste management: There is a system for processing solid waste produced in the campus. The main type of solid waste is food waste, which is properly managed. There are specific areas to deposit it. Most part of it is taken away by a nearby poultry and

pig farm to feed the animals. The remaining waste is processed in eco-friendly means. Scrap paper and similar waste is collected separately and disposed in a safe manner. The use of paper is minimized, as most of the communication and documentation can now be done online. Students are also told not to make hardcopies of study materials unless quite necessary. Hazardous chemicals produced in the chemistry laboratory are neutralized before disposed.

2. Liquid waste management: The waste water produced at the canteen, washing areas and toilets are properly managed so that no water gets collected in the open areas. As water is available in the campus throughout the year, waste water recycling system is not installed.

3. E-waste management: The electronic waste produced in the campus is limited. It is collected by outside agencies authorized by the government at regular intervals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles	A. Any 4 or All of the above

2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :	A. Any 4 or all of the above

Human assistance, reader, scribe, soft copies of reading material, screen reading	

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Workshop on probation of offenders act - 1958

The department of social work in collaboration with district probation office, Idukki organized one day seminar on probation of offenders act - 1958..

CorOnam 2020

The NSS volunteers organized a week-long celebration of the Onam festival for the students of the college, with various Online Competitions. The celebration was titled CorOnam 2020 in the light of the Corona Virus global pandemic. Competitions like Pookalam, Online Ludo, CorOnam Trolls etc. were conducted. Principal Dr. Ebey P. Koshy and the program officers delivered Onam messages.

September 2 and 3 Onam celebration

During the Onam days, a whatsapp group was formed including the students and Palliative patients and organised Onam celebration through online platform.

December 23 Christmas celebration

On this date members of SIPC unit St.Joseph’s College Visited Assisi Snehabhavan Moolamattom and Snehasadhan Muttom and celebrated Christmas with inmates.

District level Webinar on Constitutional Values

22 NSS volunteers participated in the District level Webinar conducted by Idukki District Legal Services Authority on the topic "Constitutional Values with Special Emphasis to the Fundamental Duties", to commemorate the 70th year of Adoption of the Indian Constitution, on 25th August 2020 at 3:00 pm.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Value education is given to the students on the first Friday of every month. Legal awareness classes are also conducted. On important days like Independence Day and Republic Day, flag hoisting is done in the presence of students. Written competitions and painting competitions are conducted in connection with these days.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are	**B. Any 3 of the above**

organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

On Republic Day and Independence Day, there is flag hoisting in the presence of teachers and students. Writing competitions and painting competitions are held in connection with these days.

National Youth Day - "Clean Campus Care Nature"

National Girl Child Day

National Reading Day

Independence Day

National Hindi Day

Fit India Campaign

Kargil Day

.

Vigilance Awareness Week

Swach Bharath Abhiyan

Swach Bharath Abhiyan Program, on 14th December 2020

15 January: National Palliative Day

NSS Day NSS unit of the college observed the 51st NSS Day on 24th September, 2020 by organizing a program called “Ormacheppu”

International Women’s Day - "The great Indian Support" The specialty of the program was that the entire activities were conducted by boys.

World Environment Day

5th June 2020

International Yoga Day

October 10 : World Palliative Day

The students of the SIPC unit contacted the palliative care patients by phone to gave them instructions about safety precautions during covid period.

December 3: World Disability Day

As a part of World disability day celebration, students of SIPC unit St. Joseph college collected 750 Home-made Paper pens from a disabled person

International Nurses Day May 12, 2020.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Shalabhakoottam, an initiative for the holistic development of school going children.

The prime focus of the programme is to extend departmental

resources for the holistic development of school going children. As the initial step to this venture the students of social work department provided counseling for 25 selected children of Government Vocational Higher secondary school Moolamattom. Keeping the principle of confidentiality, the students handed over the list of children to the principal who are in need of high attention.

The second initiative undertaken : At a time when Covid-19 started spreading in the first half of 2020, preventive measures were few. With the help of the department of Chemistry, we started to prepare sanitizer liquid. Sanitizers were not available in our locality. Those which were available were too expensive.

A SURVEY ON THE PROBLEMS FACED BY SMALL AND MARGINAL FARMERS IN IDUKKI DISTRICT

To address the problems faced by small and marginal farmers in Kerala, a survey was conducted under the initiative of St. Joseph's College Moolamattom, among the farmers with less than five acres of agricultural land in Idukki district during the month of September, 2020.

File Description	Documents
Best practices in the Institutional website	https://drive.google.com/drive/folders/1hPbp1qoGiqexhXUH0J9WfVhSnGfSVnSs?usp=sharing
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

St Joseph's College is one of the most sought-after educational institutions in the region. The prime focus of the institution is to prepare the youth for the challenges of the future. In addition to providing quality academic training, the institution takes special care in the moral growth of the students. Essential human values are to be practiced by the new generation. By creating a very congenial atmosphere for their growth, the college tries to keep the youth away from social evils like alcohol and drugs. Another area of focus is the emotional growth of students. This is

achieved through continuous interaction between students and teachers. Proper guidance is given to those who need support.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

In the wake of the Covid-19 pandemic, higher education institutions need to rely much on the advancing technologies. One of the focus points will be to ensure availability of online resources to all the students. Possible ways of overcoming the issues of poor connectivity will be explored. Students and teachers can do online courses as per their interest and need. In this way, we will be able to access knowledge from a wide range of sources. Students will be encouraged to take up part-time jobs which they can do online. New graduate and post-graduate courses which are suitable for job demand in the future may be started. The required infrastructure will be added to the existing one.