

Annual Quality Assurance Report (AQAR) of the IQAC

Submitted to
**National Assessment And Accreditation Council,
University Grants Commission**

by
**BISHOP MOORE COLLEGE
MAVELIKARA**

Year of Report: 2017-18

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year (for example 2013-14)

2017-18

1. Details of the Institution

1.1 Name of the Institution

BISHOP MOORE COLLEGE

1.2 Address Line 1

KALLUMALA P O

Address Line 2

MAVELIKARA

City/Town

ALAPUZHA DISTRICT

State

KERALA

Pin Code

690110

Institution e-mail address

bpmoorecollege@gmail.com

Contact Nos.

0479-2303260, 0479-2303230

Name of the Head of the Institution:

Dr. Jacob Chandy

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++		2005	2005-10
2	2 nd Cycle	B	2.81	2010	2010-15
3	3 rd Cycle	A	3.04	2017	2017-22
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

AQAR 2016-17 submitted to NAAC on 15/11/2017

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	5

2.11 No. of meetings with various stakeholders: Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Level Total Nos. International National State Institution

(ii) Themes

- Orientation Programme for first year students
- Orientation Programme for parents
- Retreat for teachers
- Retreat for non teaching staff
- 'PADHEYAM' – Send off and talk by Shri. Vayalar Sharat Chandra Varma (Writer) - for outgoing students.

2.14 Significant Activities and contributions made by IQAC

- The IQAC designs the quality parameters and ensures that the College achieves the standards of excellence reflected in the vision and mission of the institution.
- Directed the procedure for NIRF rankings and the College obtained the 92nd rank in NIRF ranking-2018
- Annual Newsletter was released under the direction of IQAC
- The website was renovated and it is updated daily
- Encouraged the faculty members to pursue research in their respective field of study.
- Encouraged the faculty members to include innovative practices in teaching and learning.
- Created quality consciousness among the staff and students.
- Organised the selection of STARS of MOORE - the best outgoing students of the College - through a four level process.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To ensure the participation of the College in NIRF rankings	<ul style="list-style-type: none"> • The College participated in NIRF rankings 2018 and obtained the 92nd rank
To host programmes organized by the Indian Science Academies	<p>The following programmes organized by the Indian Science Academies were hosted by the College:</p> <ul style="list-style-type: none"> • Science Academies' Refresher course on "Quantum Mechanics", 01-14 May 2017 • Science Academies' Refresher Course in "Experimental Physics", 13-28 September 2017 • Science Academies' Refresher Course on "Statistical Mechanics", 02-16 May 2018 • Science Academies' Lecture workshop on "Advances in High Energy Physics", 12-14 July 2017 • Science Academies' Lecture workshop on "Advances in Spectroscopic and Microscopic Techniques", 15-17 November 2017 • Science Academies' Lecture workshop on "Advances in Condensed Matter Physics", 07-09 March 2018
To promote the conduct of conferences, seminars and workshops	<p>The following programmes were organised:</p> <ul style="list-style-type: none"> • Workshop on "Aurdino Robotics", 12-13 June 2017 • Seminar on "Group Theory and Computational Chemistry", 12 December 2017 • Golden Jubilee Seminar, Dept. of Economics, 01 February 2018 • Workshop on "Radiochemistry" and Hands on Training on radioactive techniques, 02-03 January 2018 • Workshop on "GST", February 2018 • Seminar on "Intellectual Property Rights", Dept. of Commerce
To ensure the implementation of programmes under the DBT STAR College Scheme	<p>The following programmes were held in the College under the DBT STAR College Scheme:</p> <ul style="list-style-type: none"> • Field visit to VSSC, Thiruvananthapuram, 21 Feb 2018 • Invited Talk on "Biodiversity" by Dr. Oommen V Oommen, Emeritus Professor, Dept. of Computational Biology, Kariavattom, 26 Feb 2018 • Interaction Session with Dr. Rajeev Joshi, Central University of Karnataka, 7-8 March 2018 • Invited Lecture by Dr. Senoy Thomas, CUSAT, 12 March 2018 • Workshop on "Thesis Writing and Data Presentation", 12 March 2018 • Invited Lecture on "Research Methodology in Life Sciences" by Dr. Suresh K K, Asst. Prof., NSS College, Changanacherry, 12 March 2018 • Invited Lecture by Dr. Anil Shaji, IISER, Thiruvananthapuram, 14 March 2018

	<ul style="list-style-type: none"> • Training Programme for students at ICAR-CPCRI, Kayamkulam and Dept. of Aquatic Biology and Fisheries, Kariavattom, 14-15 March 2018 • Field Visit to Madumalai Tiger Reserve, 15 March 2018 • Training programme for students at CUSAT, 16 March 2018 • Invited lecture by Prof. Santhosh P N, IIT, Madras, 16 March 2018 • Invited talk on "How to study Biology" by Dr. A Bijukumar, Professor, Dept. of Aquatic Biology and Fisheries", Kariavattom, 17 March 2018 • Hands on Training on "Computer aided Statistical Techniques", 19 March 2018 • Invited Lecture on "Micro RNAs and its significance", 19 March 2018 • Invited lecture on "Some problems in the use of Biotechnology for forest tree improvement and its significance", 19 March 2018 • Invited lecture by Prof. C Vijayan, IIT, Madras, 20 March 2018 • Training Programme for students at the Dept. of Physics, CUSAT, 20-23 March 2018 • Invited Talk on "Research Methodology" by Dr. Kurian Mathew Abraham, Asst. Prof., Dept. of Aquatic Biology and Fisheries", Kariavattom, 21 March 2018 • Hands on Training on "Aquaponics", 23 March 2018 • Hands on Training on "Plant Identification and Scientific Illustration", 24 March 2018 • Awareness programme in connection with world water day at CMS LP school, 26 March 2018 • Training programme on "Herbarium Techniques", 26 March 2018 • Invited Lecture on "Synthetic Chemistry - History, significance and prospectus" by Dr. Arun S, MG University, Kottayam • Invited Lecture on "Drug Development though centuries" by Dr. Mangalam S Nair, NIIST, Trivandrum • Field Visit to NIIST, Trivandrum • Training Programme for students on "Molecular Biology" at the Dept. of Biotechnology, CUSAT
<p>To increase the number of invited lectures for the benefit of students</p>	<p>Invited lectures were conducted on the following topics:</p> <ul style="list-style-type: none"> • "Basic concepts in Chemistry", 24 October 2017 • "From Quantum Mechanics to Cosmology: A Layman Approach", 25 October 2017 • "60 years of Development, Environment and Women Empowerment in Kerala", 01 November 2017 • "Trash to Cash - A case study on Aquatic Weeds", 03 November 2017 • "Love, Brain and Culture", 09 January 2018 • "GST: One tax, one nation and one market - its working and its impact on Kerala Economy", 01

	<p>February 2018</p> <ul style="list-style-type: none"> • "Wetlands for urban development", 02 February 2018 • "Feminism in Perspective", 27 February 2018 • Spoken English Course, 06 March 2018 • "The Epistemological Progression of the discipline of Economics: A critique", 10 March 2018 • "Communication and Personality Development", Dept. of Commerce • "Life Skills Development", Department of Commerce
To promote associations in all departments	Nine departmental associations actively functioned during 2017-18
To promote student publications	<p>Manuscript "Vimochana", NSS</p> <p>Manuscript "Curiosity", Dept. Of Physics</p> <p>Annual Student Magazine, "Vidyasarith"</p>
To celebrate important days	<p>World Environment day celebrations, 5 June 2017</p> <p>World Reading Day celebration, 19 June 2017</p> <p>International Yoga Day Celebrations, 21 June 2017</p> <p>Independence Day celebrations, 15 August 2017</p> <p>Teachers' Day Celebrations, 5 September 2017</p> <p>NSS Day Celebrations, 23 Sep. 2017</p> <p>Gandhi Jayanthi Celebrations, 06 Oct. 2017</p> <p>World Food Day Celebrations, 17 Oct. 2017</p> <p>Kerala Day Celebrations, 1 Nov. 2017</p> <p>World AIDS Day Observation, 1 Dec 2017</p> <p>Republic Day Celebration, 26 January 2018</p> <p>National Integrity Day Celebrations, 02 February 2018</p> <p>World Wetland Day Celebrations, 02 Feb 2018</p> <p>SCI-ROSTRUM 2018 - National Science Day celebrations, 23, 27, 28 February 2018</p> <p>International Women's Day Celebration, 08 March 2018</p>
To conduct Endowment lectures	<ul style="list-style-type: none"> • Prof. P.U. Jacob Memorial Endowment Lecture on "Citing Theories Citing Ecoc(s)ides", 10 Oct 2017 • Prof. Elizabeth Mathew Memorial Awards distributed • Bishop M M John Memorial Lecture on "Towards

	<p>outcome based education"</p> <ul style="list-style-type: none"> • Rev. George Mathen Endowment Lecture on "Sahithya Darshanam - Western and Eastern" • Prof. K J Johnson Memorial Intercollegiate Mathematics Quiz competition
To organize orientation programmes	<ul style="list-style-type: none"> • Orientation for all first year students, July 2017 • Orientation class on "Kerala Administrative Services", 23 February 2018 • Retreat for teachers and non teaching staff
To organize programmes to nurture the environment	<ul style="list-style-type: none"> • World Environment Day Celebrations, 05 June 2017 • "THANAL NADAM"- Planting of tree saplings in the A.R. Smarakam Compound, Mavelikara, 05 June 2017 • Planting of vegetable seeds, 15 August 2017 • Gene pool conservation programme - sowing of a rare species of rice "Rakthashaali", 18 November 2017
To equip the students for better career opportunities	<ul style="list-style-type: none"> • Talk on "Communication and Personality Development" • Talk on "Life Skills Development" • Career Orientation classes on courses like CA, CS, CFA, CMA, MBA, DIFA, TALLY, GST, ATC, ACCS, MSW etc. were conducted with the help of several volunteers from myriad fields • 70 hour training programme for cracking bank and competitive exams • MICSA, a Civil Service Forum, was initiated by the Career Guidance and Placement cell to give a platform for discussions among civil service aspirants and teachers • Orientation programme for competitive exams • Orientation programme on "English for competitive exams" • Orientation programme on "Quantitative Aptitude for tests"
To select the best outgoing students	<p>The programme "STARS OF MOORE" was organised successfully and three students were selected as the best outgoing students.</p>
To plan for the renovation of the existing infrastructure	<ul style="list-style-type: none"> • Renovated the English block consisting of one staff room and five classrooms
To promote community oriented programmes	<ul style="list-style-type: none"> • Cleaning programme at A.R. Smarakam, Mavelikara, 03 June 2017 • "THANAL NADAM"- Planting of tree saplings in the

	<p>A.R. Smarakam Compound, Mavelikara, 05 June 2017</p> <ul style="list-style-type: none"> • NSS volunteers participated in one day camp for antidrug campaigning at SDV centenary hall, Alappuzha, 19 September 2017 • 1000 food packets were collected from the students of the college and distributed to the poor and needy people residing near the Ochira temple, 17 October 2017 • Blood donation camp, 26 October 2017 • Hair donation as part of Cancer Awareness Programme, 27 November 2017 • Free eye check up in association with Amaravathi eye hospital, Mavelikara, 05 December 2017 • Visit to Balabhavan, Kurathiyad, by Women's Cell members, 21 March 2018
<p>To conduct academic, co-curricular and extracurricular competitions</p>	<ul style="list-style-type: none"> • Essay writing competition on "Relevance of Gandhian Thoughts in the present era", 06 October 2017 • Speak for India Inter Collegiate Debate Competition, October 2017 • "Ignited Minds" - Inter department quiz competition, 01 November 2017 • Inter department Puzzle solving competition and PowerPoint competition, 07 November 2017 • VIDYUTRA - Intercollegiate competitions in seven events, November 2017 • Poster presentation competition on radioactivity, 03 January 2018 • Inter collegiate PowerPoint presentation competition and Intercollegiate quiz competition as part of Wetland day celebrations, 02 February 2018 • College Arts Festival, 17-19 Feb 2018 • Annual Sports Meet, 16 Feb 2018 • Intercollegiate quiz competition and Inter Collegiate PowerPoint Presentation competition on "Science and Technology for Sustainable Development of the Future" as part of National Science Day Celebrations, 28 Feb 2018 • Laurel Literaria-2018 - Debate, recitation, short story writing, drawing, Inter-Collegiate Literary Quiz competitions, 27-28 February 2018 • Intercollegiate Elocution competition on the topic "Indian Economy: Challenges and Prospects", 07 March 2018 • Quiz competition on "Great Women", 07 March 2018
<p>To encourage field trips and industrial visits</p>	<p>The following Field/Industrial visits were undertaken by students and teachers:</p> <ul style="list-style-type: none"> • JNCASR, Bangalore, 22 - 26 May 2017 • JNTBGRI, 23 July 2017 • CPCRI, Kayamkulam, 23 July 2017 • Onattukara Regional Agricultural Research Station, Kayamkulam, 23 July 2017 • NIIST, Trivandrum, 05 October 2017

	<ul style="list-style-type: none"> • The Central Coir Research Institute, Alappuzha, 26 October 2017 • KFRI, Peechi, 29 October 2017 • NBPGR, Thrissur, 30 October 2017 • Parambikulam Wildlife Sanctuary, 31 October 2017 • IFGTB, Coimbatore, 01 November 2017 • BSI, Coimbatore, 01 November 2017 • VSSC, Thiruvananthapuram, 21 Feb 2018 • Milma Dairy, Punnapra, 05 March 2018 • Wayanad Wildlife Sanctuary, 06 March 2018 • Madumalai Tiger Reserve, 15 March 2018 • ICAR-CPCRI, Kayamkulam, 14-15 March 2018 • Dept. of Aquatic Biology and Fisheries, Kariavattom, 14-15 March 2018 • NIIST, Trivandrum
<p>To organise programmes for women empowerment</p>	<p>The following programmes were organised under the Women's Cell and Women's study unit:</p> <ul style="list-style-type: none"> • Tailoring classes for women students • Self defense training for 63 women students led by senior civil police officer and team • Floral arrangement training, 23 February 2018 • Talk on "Health and nutrition for young women" by Dr. Rekha Rachel Philip, Dept. of Community Medicine, Medical College, Alappuzha, 01 March 2018 • Fabric painting and needle work sessions, 07 and 14 March 2018 • Talk on "Gender Awareness", 08 March 2018

Academic Calender is annexed. (Annexure I)

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed in the Staff Council for approval.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	2			
PG	4			
UG	11	0		
PG Diploma				
Advanced Diploma				
Diploma				2
Certificate				3
Others				1
Total	17	0		6

Interdisciplinary	1			
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS /Core /Elective option /Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

Feedback Analysis is annexed - Annexure II

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus as prescribed by the Kerala University is followed.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	58	46	12		

2.2 No. of permanent faculty with Ph.D.

26

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
09	05							09	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		3	8
Presented	10	9	
Resource Persons			3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- The College has implemented the DBT STAR College Scheme for the upgradation of undergraduate teaching and laboratories in the Physics, Chemistry, Zoology, Botany and Biotechnology departments.
- Eight M Sc students and seven B Sc students completed Summer Research Projects at reputed institutions viz. JNCASR Bangalore, IISc Bangalore, IIT Gandhinagar, CECRI Karaikudi and IIST Thiruvananthapuram
- KSCSTE has sanctioned eight student projects for completion of M Sc projects.
- The College has hosted three refresher courses and three lecture workshops organised by the Indian Science Academies during 2017-18 to upgrade the knowledge of students and teachers
- The College runs UGC sponsored add on courses on "Web designing and Office Automation" and "Polymer nanocomposites", certificate course in computerized accounting using Tally and an accounts training course with GST
- Conducted study tours, field visits and industrial visits for giving the pupils first-hand experience in their respective disciplines.
- Language lab is used to enhance communicative skills.
- ICT enabled teaching -learning process.
- Additional Skill Acquisition Programme(ASAP) benefitted students to acquire self confidence and better communicative skill to pursue a bright career.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examinations are conducted as per University rules.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

3

2.10 Average percentage of attendance of students

90

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			
		I %	II %	III %	Pass %
M.Sc. Physics	12	75	-	-	75
M.Sc. Chemistry	10	100	-	-	100
M.Sc. Botany	11	55	-	-	55
M.A. English	18	56	-	-	56
B.Sc. Physics	35	72	-	-	72
B.Sc. Chemistry	28	52	-	-	52
B.Sc. Zoology	31	51	-	-	51
B.Sc. Mathematics	37	51	-	-	51
B.Sc. Botany	36	26	-	-	26
B.Sc. Botany & Biotechnology	26	73	-	-	73
B.A. English	55	56	6	-	68
B.A. Malayalam	54	28	-	-	28
B.A. Economics	49	25	5	-	29
B.Com (Finance)	96	55	-	-	55
B Com (Computer Applications)	12	75	-	-	75

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

The IQAC meets regularly to evaluate and plan the various aspects to ensure quality including in the Teaching Learning process. The suggestions of the IQAC are communicated to the College Level Monitoring Committee and Staff Council, which takes necessary measures. Feedback from students, parents and others are obtained at regular intervals and later IQAC meets to resolve the problems stated if any.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	12
UGC – Faculty Improvement Programme	3
HRD programmes	
Orientation programmes	1

Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	2
Others	1 - FLAIR Research Training 2 – ASAP Training 2 - Short term courses

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	7		
Technical Staff	14	7		5

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC encouraged teachers to take up minor and major research projects from sponsoring agencies. The IQAC also motivated the teachers to increase the number of publications and the quality of publications.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	0	4
Outlay in Rs. Lakhs	24,96,000	52,00,000		92,28,686

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	5		
Outlay in Rs. Lakhs	3,00,000	10,90,000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	18	2	
Non-Peer Review Journals	1	1	1
e-Journals			
Conference proceedings	9	11	

3.5 Details on Impact factor of publications:

Range 1.5 – 5.0

Average

h-index 1 - 25

Nos. in SCOPUS 12

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2017-20	KSCSTE-SARD	31,10,000	30,10,00
	2017-20	UGC-DAE	7,42,000	2,06,700
	2015-18	KSCSTE	13,48,160	

Minor Projects	2016-2018	UGC	3,50,000	3,07,500
	2015-17	UGC	4,50,000	
	2015-17	UGC	2,90,000	2,25,000
Interdisciplinary Projects	2017-20	DBT	47,00,000	29,00,000
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)	2017-18 (8 projects)	KSCSTE	82,500	79,000
Any other(Specify)				
Total			1,10,72,660	65,21,000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			3		14
Sponsoring agencies			Indian Science Academies		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	1
	Granted	
Commercialised	Applied	
	Granted	

 year

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- The following extension activities were organised by the NCC wing:
 - Blood donation awareness campaign was conducted in the Kallumala market
 - Cadets donated hair for cancer patients
 - Cadets planted saplings and look after them.
 - Cadets donated blood as a voluntary activity.
 - Participated in Anti-Dowry Campaign.
 - They spent a day with differently abled kids at Jyothis, Kallumala
 - Swach Bharath campaign
- Science Awareness Programme for School and College students as part of National Science Day Celebrations
- The following activities were organised by the NSS units of the College:
 - Cleaning programme at A R Smarakam, Mavelikara
 - More than 100 tree saplings were planted at various parts of the A.R.Smarakam compound.
 - A reading competition and quiz competition were conducted for the school students as part of World Reading Day Celebrations
 - Launched “Pusthakakutta”, aimed to motivate the reading habit and thereby transfer knowledge to more number of people.
 - Flag hoisting and awareness class on ‘Importance on National Unity’ as part of Independence Day celebrations
 - Inauguration of organic farming by planting vegetable seeds

- A handwritten magazine named ‘VIMUCHANA’ was prepared by the NSS volunteers and submitted to Excise Department, Alappuzha, as a part of VIMUKTHI mission –an initiative by Govt. of Kerala - a mass campaign programme being organized with the support of anti drug clubs in schools and colleges, NSS, kudumbashree, student police cadets, state library councils and other volunteer organizations.
 - An essay writing competition was conducted on the topic “Relevance of Gandhian thoughts in present era”.
 - PSC Coaching was given to all interested students of Bishop Moore College who wants to appear for various competitive examinations.
 - About 1000 food packets were collected from the students and distributed to the poor and needy people residing near Ochira temple.
 - A blood donation camp was organized in association with HDFC.
 - As part of “CAP(Cancer Awareness Programme) at Campus” a class was taken by Divisional Deputy Excise commissioner Suresh Richard in association with Sargakshetra.
 - In association with the Amaravathi Eye Care Hospital, Mavelikara, a free eye check-up was organized for all the students and staff in the college.
 - As part of National Integrity day celebrations, the NSS volunteers of the college took an ‘Oath of Solidarity’ to keep up with the Integrity of the Nation. Two of them spoke about National Integrity. The first year volunteers also performed a street play on the same topic.
 - An orientation class on Kerala Administrative Services was organised for the benefit of the final year students of the college.
- The Nature Club, Environment Club, the NSS and NCC units initiated the gene pool conservation of a rare species of rice “Rakthashaali” by sowing the rice.
 - Rain water harvesting
 - Antibacterial Screening of compounds
 - Identification of plants
 - Water Quality Analysis
 - Aquaponics

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	19 Acres			
Class rooms	38			38
Laboratories	17			17
Seminar Halls	4			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	10	1	Major and Minor Research Projects	11
Value of the equipment purchased during the year (Rs. in Lakhs)		1,85,000		
Others				

4.2 Computerization of administration and library

The College office and library are computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	52872	57,94,650	115	46955	52,987	58,41,605
Reference Books	10,825	5,13,266	4	2090	10,829	5,24,095
e-Books						
Journals	20	23,275	0	0	20	23,275
e-Journals						
Digital Database						
CD & Video						
Others (specify) Newspapers & Magazines	26	32,513	0	0	26	32,513

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	163	73	34		23	17	15	2
Added	4	0	0		0	2	1	1
Total	169	73	34		23	19	16	3

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- All the departments have internet connection.
- An internet and browsing centre with 25 computers caters to the needs of the students. A computer professional is employed in the computer centre to help the students.
- UGC-COC and DST-FIST supported computer and networking centre with 25 computers and a server.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,60,000
ii) Campus Infrastructure and facilities	11,00,000
iii) Equipments	50,000
iv) Others	4,00,000
Total :	17,10,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC maintains the College website and brings out the College Handbook and Calendar to provide information to students about all the support services available to students.
- Public address system, notice boards, general meetings and meetings of class prefects are also used to inform students of the services available in the campus.
- The IQAC brings out the annual College newsletter which provides information about the support services.

5.2 Efforts made by the institution for tracking the progression

An effective mentoring system is in place to track the progression achieved by the students. The PTA and alumni association are also keen in tracking the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1312	106	8	

(b) No. of students outside the state

5

(c) No. of international students

0

No	%
395	30.10

Men

No	%
917	69.90

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
886	260	0	166	02	1314	888	270	04	146	04	1312

Demand ratio 1:10

Dropout % 5

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The Career guidance and placement cell equips the students for competitive examinations.
- The Department of Botany conducts NET coaching classes for PG students.
- Trainings for attending interviews and group discussions are given under the Wal With a Scholar Programme

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

The College has a counselling centre and career guidance and placement cell. Students who are identified by the teachers are given necessary counselling. Orientation on career opportunities and campus recruitment are organized by the career guidance and placement cell.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	35	0	1

5.8 Details of gender sensitization programmes

- Equal Opportunity Centre and Women’s Cell organize gender sensitization programmes.
- A Women’s Study Unit functions in the College under the guidance of a lady teacher to create awareness, instill values and develop the personality and leadership quality of women students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	38	1,35,000/-
Financial support from government	1011	74,00,000/-
Financial support from other sources		
Number of students who received International/ National recognitions	2	50,000

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- More text books were added in the College library as per the suggestions of students
- The library block was renovated

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To be a centre of excellence and a catalyst in facilitating holistic development of youth with international standards, edified with the sanctity of truth, equipped to serve, grounded on Christian ideals.

Mission: To nurture the enquiring mind to be liberated by truth, empowered by knowledge, committed to service and communal harmony, championing the cause of women and the marginalized and to create a sustainable environment.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The curriculum recommended by the Kerala University is followed. Two faculty members are members of the University board of studies for the revision of curriculum.

6.3.2 Teaching and Learning

Students are motivated to take up Summer Research Projects in reputed institutions.

Summer Research Projects		
	Institute	No: of students
April-May 2017	JNCASR, Bangalore	02
	IGCAR, Kalpakkam	02
	IISc, Bangalore	10
	IIT, Gandhinagar	01
	ICT, Mumbai	01
April-May 2018	JNCASR, Bangalore	01
	IISc, Bangalore	06
	IIST, Thiruvananthapuram	04
	CECRI, Karaikudi	01

ICT enabled teaching, Peer teaching, Seminars, project works, Assignments.

6.3.3 Examination and Evaluation

Internal Examinations are conducted as per the Academic Calendar given by the University of Kerala.

University Examinations are conducted as per the norms and regulations of the University of Kerala.

Continuous evaluation is done based on the marks for attendance, assignments/seminars and internal exams as per the guidelines of the University of Kerala.

6.3.4 Research and Development

- The Physics and Chemistry departments are approved research centres of the University of Kerala, which carry out research leading to Ph.D.
- The research facilities are being developed under DST-FIST sponsorship.
- The Physics research centre has established a “Centre for Advanced Functional Materials” under the KSCSTE SARD Project.
- The faculty members are encouraged to do research under FDP of UGC. Three faculty members have availed FDP during 2017-18.
- Major and minor research projects are taken up by faculty members. During 2017-18, one Major Research project and one minor research projects were completed and a total of seven Major Research Projects and five Minor Research Projects are ongoing.
- Student projects funded by KSCSTE (Kerala State Council for Science, Technology and Environment) are also taken up by the institution.

6.3.6 Human Resource Management

- The Principal, advised by the IQAC and assisted by the Vice-principal and the staff council, manages the teaching and support staff of the college.
- One teacher serves as the warden of each class to ensure effective mentoring.
- Teachers and non-teaching staff are given additional charges for various extra-curricular and co-curricular activities.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitments are done as per the rules and regulations of the University of Kerala and vide the statutory orders of the Government of Kerala. 12 Assistant Professors were recruited during 2017-18.

6.3.8 Industry Interaction / Collaboration

There is collaboration with KELTRON which is running an Industry Institute Linkage Training Programme in the campus. Industry visits are also done to the KELTRON campus.

6.3.9 Admission of Students

- Admissions are conducted as per the University norms and government orders.
- Admission for both UG and PG is done by the University. (Online registration).
- Admission to Management and Community seats are also done as per the University norms.
- Strict transparency and admission rules are adhered to by the College.

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	5

6.5 Total corpus fund generated

1,10,72,660

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Manager
Administrative	No		Yes	Manager

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examinations are conducted as per the University norms and regulations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

- The alumni association of the college works hand-in-hand with the PTA and the college management.
- It extends whole hearted support to all the proposals put forward by the College Management meant for the development of the institution.

6.12 Activities and support from the Parent – Teacher Association

The PTA is actively involved in the developmental activities of the college. PTA meetings are arranged periodically. The PTA also contributes to the resources for the day to day functioning of the college.

6.13 Development programmes for support staff

Orientation programmes, retreats and tour programmes are arranged for the support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Plastic free campus initiative
- Rain water harvesting
- Soak pits for well water recharging
- Tree planting drive
- Solar energy harvesting
- Bhoomithrasena Scheme of the Government of Kerala has been undertaken by the College
- ENCON Club, Nature Club and Environment Club are functioning in the campus
- Gene pool conservation project
- Aquaponics

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- STARS OF MOORE Award was instituted for the Best three outgoing students of the College, selected through a four-stage selection process
- Additional Skill Acquisition Programme (ASAP) benefits students to acquire self-confidence and better communicative skill to pursue a bright career.
- Gene pool conservation project to conserve a rare species of rice has been implemented in the campus, with the active participation of students
- Aquaponics

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of action of the IQAC was implemented as per the Academic Calendar attached as Annexure I.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Mentoring System (Annexure II)
- Student Aid Fund (Annexure III)

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- World Environment Day Celebrations, 05 June 2017
- "THANAL NADAM"- Planting of tree saplings in the A.R. Smarakam Compound, Mavelikara, 05 June 2017
- Planting of vegetable seeds, 15 August 2017
- Gene pool conservation programme - sowing of a rare species of rice "Rakthashaali", 18 November 2017

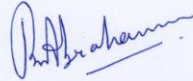
7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

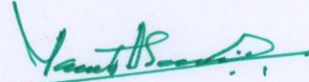
- To renovate the College Canteen
- To publish the college newsletter
- To promote Association activities in all Departments
- To organise orientation programme for first year students
- To organise seminars/conferences/workshops/academic competitions
- To organize programmes to nurture the environment
- To celebrate important days
- To organize Study tours/Industrial visits/Research station visits in all departments
- To promote summer research projects
- To completely implement the DBT STAR College scheme
- To promote the second phase of the DST FIST project
- To purchase and set up the equipments under the KSCSTE SARD project scheme and thus complete the establishment of the "Centre for Advanced Functional Materials"

Name : Dr. Ranjith Mathew Abraham
Associate Professor of Economics



Signature of the Coordinator, IQAC

Name: Dr. Jacob Cahndy
Principal



Signature of the Chairperson, IQAC

Annexure I

Academic Calendar 2017-18

Academic Calendar 2017-18		
Date	Programme	Scheduled by
May 2017		
1 - 14	Science Academies' Refresher course on "Quantum Mechanics	Physics
June 2017		
1	Degree Sem-3 Commencement of Classes Degree Sem-5 Commencement of Classes	University
3	Cleaning programme at A.R. Smarakam, Mavelikara	NSS
5	World Environment Day Celebrations	Environment Club NSS
12 - 13	Workshop on "Aurdino Robotics"	Physics
19	World Reading Day celebration	NSS
	Retreat for teachers and non teaching staff	College
21	International Yoga Day Celebrations	NSS, NCC, Sports Club
July 2017		
3	Degree Sem-1 Commencement of Classes	University
12 - 14	Science Academies' Lecture workshop on "Advances in High Energy Physics"	Physics
23	Study Visit to JNTBGRI, CPCRI, Kayamkulam and Onattukara Regional Agricultural Research Station, Kayamkulam	Botany
	Orientation for all first year students	College
August 2017		
15	Independence Day Celebrations	College
25	National Sports Day Celebrations	NSS
29	PG Sem-3 Commencement of Classes	University
September 2017		
5	Teachers' Day Celebrations	NSS
9	PG Sem-1 Commencement of Classes	University
13 - 28	Science Academies' Refresher Course in "Experimental Physics"	Physics
23	NSS Day Celebrations	NSS
October 2017		
1	Gandhi Jayanthi Celebrations – Cleaning of the premises of the Municipal Court of Mavelikara	NSS
3	AWARD DAY - Felicitation to the college toppers and distribution of meritorious scholarships	College
5	Study Visit to NIIST, Trivandrum	Physics
6	Essay writing competition on "Relevance of Gandhian Thoughts in the present era"	NSS
10	Prof. P.U. Jacob Memorial Endowment Lecture on "Citing Theories Citing Ecoc(s)ides"	English

17	World Food Day Celebrations Distribution of food packets to the needy in Mavelikara	NSS
17	World Food Day Celebrations - 1000 food packets were collected from College students and distributed to the poor and needy people in the Ochira region.	NSS
24	Inauguration of the Chemistry Association and Invited lecture on "Basic concepts in Chemistry"	Chemistry
25	Inauguration of the Physics Association, Release of Manuscript and Invited lecture on "From Quantum Mechanics to Cosmology: A Layman Approach"	Physics
26	Blood donation camp	NSS
26	Study visit to the Central Coir Research Institute, Alappuzha	Botany
29	Study visit to KFRI, Peechi	Botany
30	Study visit to NBPGR, Thrissur	Botany
31	Study visit to Parambikulam Wildlife Sanctuary	Botany
	Speak for India Inter Collegiate Debate Competition	Career Guidance Cell
November 2017		
1	Invited lecture on "60 years of Development, Environment and Women Empowerment in Kerala"	Economics
1	"Ignited Minds" - Inter department quiz competition	Economics
1	Kerala Day Celebrations	NSS
1	Study visit to IFGTB, Coimbatore and BSI, Coimbatore	Botany
2	Invited lecture on "Trash to Cash - A case study on Aquatic Weeds"	Zoology
6	Degree Sem-6 Commencement of Classes Degree Sem-4 Commencement of Classes	University
7	Inter department Puzzle solving competition and PowerPoint competition	Mathematics
15 - 17	Science Academies' Lecture workshop on "Advances in Spectroscopic and Microscopic Techniques"	Physics
18	Gene pool conservation programme - sowing of a rare species of rice "Rakthashaali"	College
24	Degree Sem-2 Commencement of Classes	University
27	Hair donation as part of Cancer Awareness Programme	NSS
	VIDYUTRA - Intercollegiate competitions in seven events	Commerce
December 2017		
1	World AIDS Day Observation	NSS
5	Free eye check up in association with Amaravathi eye hospital, Mavelikara	NSS
12	Seminar on "Group Theory and Computational Chemistry"	Chemistry
January 2018		
2 - 3	Workshop on "Radiochemistry" and Hands on Training on radioactive techniques	Chemistry
3	Poster presentation competition on radioactivity	Chemistry
9	Invited lecture on "Love, Brain and Culture"	English
26	Republic Day Celebrations	College
29	PG Sem-4 Commencement of Classes	University
February 2018		

1	PG Sem-2 Commencement of Classes	University
1	Golden Jubilee Seminar	Economics
1	"GST: One tax, one nation and one market - its working and its impact on Kerala Economy"	Commerce
2	"Wetlands for urban development"	Science Club
2	National Integrity Day Celebrations	NSS
16	Annual Sports Meet	College
17-19	College Arts Festival	College
21	Field visit to VSSC, Thiruvananthapuram	Physics (DBT STAR)
23	Orientation class on "Kerala Administrative Services"	NSS
23	Floral arrangement training	Women's Cell
23, 27, 28	SCI-ROSTRUM-2017 – National Science Day Celebrations	Physics Science Club
26	Invited Talk on "Biodiversity"	Zoology (DBT STAR)
	Workshop on "GST"	Commerce
27	"Feminism in Perspective"	English
27-28	Laurel Literaria-2018	English
March 2018		
1	Talk on "Health and nutrition for young women"	Women's Cell
5	Industrial visit to Milma Dairy, Punnappra	Botany
6	Study visit to Wayanad Wildlife Sanctuary	Botany
6	Spoken English Course	Career Guidance Cell
7	Intercollegiate Elocution competition on the topic "Indian Economy: Challenges and Prospects"	Economics
7	Quiz competition on "Great Women"	Women's Study Unit
7	Fabric painting and needle work sessions	Women's Cell
7 - 8	Interaction Session	Physics (DBT STAR)
7 - 9	Science Academies' lecture workshop on "Advances in Condensed Matter Physics"	Physics
8	International Women's Day Celebration Talk on "Gender Awareness"	Women's Study Unit
10	"The Epistemological Progression of the discipline of Economics: A critique"	Economics
12	Invited Lecture	Physics (DBT STAR)
12	Workshop on "Thesis Writing and Data Presentation"	Botany (DBT STAR)
12	Invited Lecture on "Research Methodology in Life Sciences"	Zoology (DBT STAR)
14	Invited Lecture	Physics (DBT STAR)
14	Fabric painting and needle work sessions	Women's Cell
14 -15	Training Programme for students at ICAR-CPCRI, Kayamkulam and Dept. of Aquatic Biology and Fisheries, Kariavattom	Zoology (DBT STAR)
15	Field Visit to Madumalai Tiger Reserve	Zoology
16	Training programme for students at CUSAT	Physics (DBT STAR)
16	Invited lecture	Physics (DBT STAR)
17	Invited talk on "How to study Biology"	Zoology (DBT STAR)

19	Hands on Training on "Computer aided Statistical Techniques"	Botany (DBT STAR)
19	Invited Lecture on "Micro RNAs and its significance"	Botany (DnBT STAR)
19	Invited lecture on "Some problems in the use of Biotechnology for forest tree improvement and its significance"	Botany (DBT STAR)
20	Invited lecture	Physics (DBT STAR)
20 - 23	Training Programme for students at the Dept. of Physics, CUSAT	Physics (DBT STAR)
21	Invited Talk on "Research Methodology"	Zoology (DBT STAR)
21	Visit to Balabhavan, Kurathiyad	Women's Cell
23	Hands on Training on "Aquaponics"	Zoology (DBT STAR)
24	Hands on Training on "Plant Identification and Scientific Illustration"	Botany (DBT STAR)
26	Awareness programme in connection with world water day at CMS LP school	Zoology (DBT STAR)
26	Training programme on "Herbarium Techniques"	Botany (DBT STAR)
	Seminar on "Intellectual Property Rights"	Commerce
	Invited Lecture on "Synthetic Chemistry - History, significance and prospectus"	Chemistry (DBT STAR)
	Invited Lecture on "Drug Development through centuries"	Chemistry (DBT STAR)
	Field Visit to NIIST, Trivandrum	Chemistry (DBT STAR)
	Training Programme for students on "Molecular Biology" at the Dept. of Biotechnology, CUSAT	Botany (DBT STAR)
	"Communication and Personality Development"	Commerce
	"Life Skills Development"	Commerce
	Bishop M M John Memorial Lecture on "Towards outcome based education"	Economics
	Rev. George Mathen Endowment Lecture on "Sahithya Darshanam - Western and Eastern"	Malayalam
	Prof. K J Johnson Memorial Intercollegiate Mathematics Quiz competition	Mathematics
	Tailoring classes for women students	Women's Cell
	Self defense training for women students	Women's Cell
May 2018		
2 - 16	Science Academies' Refresher Course on "Statistical Mechanics"	Physics
22-26	Study Visit to JNCASR, Bangalore	Physics

Annexure II

Feedback Analysis Report

Feedback was collected from all the stake holders-students, teachers, alumni, parents and employers, during 2017-18 in order to enhance the learning environment and to improve performance. Both formal and informal mechanisms were adopted for collecting feedback from the stake holders.

Formal Mechanism:

Students were instructed to fill up feedback forms during the last semester of each course. The Student feedback entry form consists of a list of 15 teaching-learning components of the college and the students were instructed to rate each component in a four point scale-Very Good, Good, Satisfactory and Poor. IQAC also implemented online feedback form for students, which could be accessed by the students at www.bishopmoorecollege.org/student-feedback.

Analysis on the data received as spreadsheet was done at the end of the academic year. Percentage distribution of hits among various ratings (Very Good, Good, Satisfactory, Poor) for each component was calculated. The components which were rated Very Good and Good by more than 50% of the students were identified. The components rated Satisfactory and Poor by more than 50% of the students were identified as those which require improvement on urgent basis.

Analysis:

1. All the components except Canteen were rated Very Good/Good by more than 70% of the students.
2. 52% of students marked the service of Canteen as Satisfactory/ Poor, which showed that canteen required improvement on urgent basis.
3. 100% of students rated Safety in the Campus as Very Good/ Good.
4. 90-99 % of students marked Service of the Teaching staff, Library Facilities and Book stall as Very Good/ Good.
5. Facilities in the classroom, Laboratory Facilities, Extension Activities (NCC, NSS, etc), and Women's Centre/Recreation Facilities were marked Very Good/Good by 80-89% of students
6. Sports & Games, Activities of PTA, Computer Centre/ Career guidance & counselling centre, Environmental Activities and Waste Disposal Mechanism was rated Very Good/Good by 70-79% of students

On the basis of the results, IQAC prepared an action plan and forwarded the same to the respective Departments/Committees. The concerned bodies were instructed to produce action taken report of the same by the beginning of the next academic year. Measures to be initiated or sanctioned by the Management, if any, were brought for discussion in the Governing Council.

Informal Feedback:

1. Feedbacks regarding academic matters, obtained through mentor-mentee meetings and Department-wise PTA meetings were brought for discussion at different levels in the institution – Department, Staff Council, IQAC, College Level Monitoring Committee, general staff meetings and in certain cases before the Management. The proposed revisions were communicated to the University by the faculty who were members of the Board of Studies, Academic Council and Senate and also during syllabus revision workshops.
2. Complaint/ Grievance Box installed near the Principal's Office was an easy access for students, teachers and public. The complaints and feedbacks were reviewed on a regular basis and based on the suggestions immediate actions were taken wherever necessary.
3. Informal feedback and suggestions were received from the alumni when they visited the College for alumni meets. The College sought feedback from its graduates and employers on various occasions. The feedbacks obtained from the various stakeholders were taken into account while implementing various development policies.

Annexure III

Mentoring for holistic growth

- Thirty to fifty students from a Department are placed under the guidance of a teacher who acts as the mentor. There is a Mentees' Chronicle in which the list of the mentees and the personal details of the student are noted. The mentor gets to know each student personally and extends needed support. The increase in rapport with the mentor encourages them to share their issues. The needs and problems of the students, whether curricular, extra-curricular, personal, psychological or social, are identified and dealt with. The students who require specific psycho-social support are referred to professional counsellors. Mentors motivate high achievers to pursue higher studies.
- Parent teacher meetings are held to discuss the progress of the students. The academic progress is monitored by evaluating the continuous assessment of the student.
- The mentor tries to assess the financial situation of each student and is able to refer a student to the Student Aid Fund program if his/ her need is found genuine.
- Training programmes for mentors are conducted by eminent counsellors.
- A unique system of the College is that the mentor remains the same for a student during the whole tenure of his/her program in College. This has been proved effective as the mentor gets to know his mentee quite well and is able to mould the student in all areas of his/her life.

Annexure IV

Student Aid Fund

Student Aid Fund Scheme (SAF), Bishop Moore College

Teaching staff members of the college is maintaining a fund from their monthly salary to support financially poor students to meet their noon meal, books, participation of study tour etc. This fund is managed by 'student aid fund (SAF) committee' headed by the college principal. Every academic year, applications are invited from students for financial support. Each application should be recommended by the parent, mentor/faculty advisor and Head of the concerned department. SAF Committee will scrutinize the applications and select the beneficiaries. Total monthly subscription to the SAF is Rs. 9000/-.

Scheme	No. of students availed the scheme
Noon Meal Scheme	20
Study tour support	05
Tuition fee	0
Books	0