



ST. THOMAS COLLEGE, PALAI

RE-ACCREDITED WITH 'A' GRADE BY NAAC | COLLEGE WITH POTENTIAL FOR EXCELLENCE (UGC -CPE)

AFFILIATED TO MAHATMA GANDHI UNIVERSITY, KOTTAYAM, KERALA

INTERNAL QUALITY ASSURANCE CELL

Report of the Internal Academic Audit

held on

01 December 2018

+91 4822 212317
+91 9188420859
+91 9447140859

principal.stc@gmail.com
www.stcp.ac.in

Arunapuram P.O., Kottayam
Kerala - 686 574
India





INTERNAL ACADEMIC AUDIT HELD ON 01 DECEMBER 2018

Members of the Audit Team

- 1. H. E. Mar Jacob Muricken, Manager**
- 2. Rev. Dr James John, Principal**
- 3. Dr Sabukkutty M G, Former IQAC Coordinator,
St. Joseph's College Moolamattom, Idukki**
- 4. Dr Sunil C Mathew, IQAC Coordinator**
- 5. Dr Sunny Kuriakose, Vice-Principal**
- 6. Rev. Fr Mathew Kurian, Bursar**



ST. THOMAS COLLEGE PALAI

Internal Quality Assurance Cell

ACADEMIC AUDIT

01 December 2018

SCHEDULE OF VISIT TO THE DEPARTMENTS

Sl. No.	Department	Time of Arrival
1.	Zoology	9.05am
2.	Botany	9.25am
3.	Statistics	9.50am
4.	Mathematics	10.10am
5.	Politics	10.30am
6.	Hindi	11.00am
7.	Physical Education	11.20am
8.	History	11.40 am
9.	English	12.00Noon
10.	Malayalam	12.30pm
11.	Biostatistics	1.40pm
12.	Economics	2.00pm
13.	Commerce	2.25pm
14.	Comp. Sc./Comm. English/Commerce(SF)	2.50pm
15.	Vocational Education	3.10pm
16.	Physics	3.40pm
17.	Chemistry	4.05pm
18.	Biotechnology/Applied Microbiology	4.30pm
19.	Meeting with the Managing Board	4.50pm

As informed earlier, each department is expected to make a ppt. presentation of 10 minutes duration based on the 7 criteria of NAAC. Kindly hand over a 2-page report of the activities of your department for each of the academic years 2016-17 and 2017-18.

STC, Palai
28/11/2018


Principal

ST. THOMAS COLLEGE, PALA

Academic Audit Team 2016 - 18

Major Recommendations

1. Two extension activities of the Institution to be fixed
2. Identify the area of institutional distinctiveness with regard to the vision, priority and thrust
3. Two quality initiatives of IQAC
4. IQAC Minutes and Action taken reports
5. Annual reports of IQAC
6. Maintain a separate link for IQAC in the website
7. College website is to be made as attractive as possible with necessary links and important notifications
8. Follow a common file numbering system in IQAC and departments
9. Register for student mentoring
10. Register for student progression
11. Collection and verification of student data - name, mobile, adhaar, e-mail id, ...
12. 2f 12B - Certificate
13. College for Potential for excellence - Certificate
14. Sanctioning of aided programmes
15. Annual renewal of self financing programmes
16. Post Sanctioning of permanent staff from University / Government
17. Staff PAN, date of birth, date of joining, length of service, etc
18. Annual INFLIBNET renewal Receipt
19. Subscription to journals - receipts
20. FDP participation certificates
21. Details of Research Scholars, Registration sanction, attendance, ...
22. Approval of Guideships
23. Feedback reports on The Institution and Syllabus and action taken reports
24. Letters of appointment in BoS, ...
25. Membership letters in professional organizations and editorial boards
26. List of students placed through campus recruitments (not PSC, IBPS, ...)
27. Projects sanctioning letters
28. Details of IPR seminars
29. Functional MoUs and programmes / documents of linkages
30. Facilities for e-content development

31. Details of students qualified in NET / SET / ... - certificates to be collected
32. Certificates for student /teacher achievements
33. Organogram of the Institution
34. Gender audit / Gender equity / energy / environment audit
35. Add-on / Certificate programmes have weightage 10 whereas VET has only 5. So decide upon which programmes are to be included in each of them or to opt out one.
36. Arrangement of as many Alumni meetings as possible
37. Albums of activities of the departments - including the visit of Nobel Laureates and other important personalities
38. Label the trees and plants in the campus with their age, scientific name and medicinal value, if any
39. Fire extinguishers and safety measures in the labs
40. Incentives for teacher achievements
41. Welfare measures by the management for permanent staff and other menial staff
42. Optimum utilization of the College facilities for other purposes - University, local bodies, government organizations, ...
43. Previous accreditation certificates and reports
44. Governing body minutes
45. Audited expenditure statement on Green initiatives - maintenance of campus, ...
46. AMC documents
47. MoU / Linkage documents
48. MoU / Linkage with a neighboring hospital
49. Display two or three Ragging punishment orders at vantage places and 'Say no to Ragging' boards at some other places
50. Mark separate parking spaces for the vehicles of the disabled
51. Maintain one or two wheel chairs at different buildings
52. Make provisions for the entering of disabled into different buildings, library, canteen and at least two toilets - one for boys and the other for girls
53. Rest rooms for boys and girls and separate for the disabled if possible
54. Full Automation of Library
55. Availability of a counselor
56. Replace maximum possible number of other lights with LED lights
57. Usage of solar panels for maximum power generation
58. Annual expenses on Library purchases
59. Strategic plan and deployment documents
60. Staff Training programmes / Professional development programmes organized by the College
61. Language Lab / facilities for Yoga / Meditation

62. Code of conduct handbook for students, teaching and nonteaching staff and Principal
Governing body minutes
63. Audited account statements
64. Audited accounts of expenditure on green initiatives
65. Collection of Performance Appraisal and Action Taken Report
66. Measures for different types of waste materials and electronic waste
67. Measures for disposal of hazardous waste from labs
68. Measures for financial support to deserving students with supporting documents



Dr. Sabukkutty M G (External Expert)
Asso. Professor & Former IQAC Coordinator
St. Joseph's College, Moolamattom

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of English

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated


register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - to be initiated and records to be maintained - Classes for PhD Course Work
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	BAUL FIESTA - programme file - ... - Provide details - Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available - to be initiated urgently
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, gender studies, human values, professional ethics, ... - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of	Available - to be documented


measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks, RD Parade
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, ICT, lectures by experts, interactions with experts, retired faculty, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required


MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - Minor projects - update data - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating

Eng.

Special Remarks , if any	Suggestions are incorporated at appropriate places
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Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Malayalam


Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	If available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Not available
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS, if any
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	May be available - Human Values, Professional Ethics, Civic Responsibility, ... - Please go through the syllabus and check for any such topic - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Not available
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged,	Available - to be documented


problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available - If available create and file
Teaching - learning resources available with the department	Previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, study tours, projects, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available

Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - editorial boards and professional organizations - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for Regional and National - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Available - update files
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Not available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available

Donations / Endowments from Philanthropists, external agencies, ...	If available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Not available
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

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ACADEMIC AUDIT REPORT: 2016 - 18

Department of Hindi

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
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Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions -	Available - to be updated using latest results

Analysis - Boys / Girls, SC/ST/OBC/General	
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS - Spoken Hindi Programme
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Available - 'Hindi Translation and Documentation' -
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	May be available - Human Values, Professional Ethics, Civic Responsibility, ... - Please go through the syllabus and check for any such topic - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in	Available - to be documented

their implementation	
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc. should be available
Details of students receiving scholarships from * government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
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Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not Available - File to be updated
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, interaction with experts in the field, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, study tours, projects, lectures by experts, spoken Hindi learning programmes,

	presentation of research papers by students in PG classes, preparation of manuscript magazines, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
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Awards / medals received for outstanding performance - teachers	Available - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College	Not available

website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
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Future Plans of the Department	Available - requires updating

SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

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ACADEMIC AUDIT REPORT: 2016 - 18

Department of Mathematics


Item	Status
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Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated incorporating latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Four teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources, Department Reference Library, Project Reports, Copies of Thesis, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, Problem solving sessions, study tours, projects, ICT, lectures by experts, ... - documents to be uploaded
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available


Details of seminars participated, arranged, invited lectures	Available - to be updated - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - membership in editorial boards of international journals and professional organizations - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available - special coaching for students of neighboring Government Schools
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available

Mathew

Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
 Asso. Professor & Former IQAC Coordinator
 St. Joseph's College, Moolamattom (External Expert)

 Dr. Sunil C Mathew
 Coordinator, IQAC
 St. Thomas College, Pala


 Rev. Fr. Dr. James John
 Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Statistics

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with signatures of participants
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated with latest pass percentage
Student mentoring - procedure, maintenance of	Available - to be updated, record mentor-mentee


register, list of students, dates of interaction / student signature	interactions in the register
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be updated with list of students and resource persons, if any
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated incorporating student particulars
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include other programmes, if any
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Include LaTeX in VET and provide details of students
List of students progressing to higher education, list, programme, institution, ...	Available
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Available - Statistical Computing and Data Analysis, provide student details, marks, ...
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	May be available - Please go through the syllabus and check for any such topic - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - procedure to be filed with list of students
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented with materials provided and list of students, time table, ...
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged,	Available - to be documented with materials provided and list of students, time table, ...

problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented with details
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - Update files with the list of students and project topics, teacher guides, ... - 5 year data
Details of students receiving scholarships from government and nongovernmental agencies	Available - files to be updated - separate file for government and nongovernment scholarships
Awards / medals received for outstanding performance - students	Available - List and copies of certificates to be filed - Ranks
Detailed list of students from outside the state / country - last five years	May be available - collect the previous institutions of the students
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - All the six teachers are in BoS of the affiliating university and/or autonomous colleges
Teaching - learning resources available with the department	Computer labs, lecture notes, previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, study tours, projects, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	May be available - teachers joined in last 5 years with PG from other states / countries
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Available - to be updated with documents - Visiting and Adjunct Professorships - faculty exchange


Details of seminars participated, arranged, invited lectures	Available - files to be updated
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - Membership as referees in editorial boards of reputed international journals and reputation as resource persons - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available (Whatever is claimed under this category can be considered under career guidance) - Data analysis of local bodies may be initiated
Systems and procedures for optimum utilization of infrastructural facilities	Not available - Data analysis techniques may be provided to other departments like Mathematics, Physics, Chemistry, Economics, Bio-Statistics and Commerce
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Records to be maintained
Publications - National and International	Available - Records to be updated
Presentations - Regional, National and International	Available - Records to be updated
Details of FDPs attended by Faculty - certificates to be filed	Available - Records to be updated
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - Files to be updated
Details of patents received, if any	Not Available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department

Statistics 2019

Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - files to be updated
Details of faculties doing PhD	Available - files to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - files to be updated
Facilities for e-content development	Available - computers and recording facilities are to be used - recorded lectures are to be uploaded in the LMS link of the College website
Facilities of Sports / Yoga / Gym / ...	Available - Details with Physical Ed. Department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - Details with Library files
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available- Details with Library files
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - to be updated
SWOC Analysis	Available - to be updated
Special Remarks , if any	Suggestions are incorporated at appropriate places

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Rev. Fr. Dr. James John, Principal
St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Physics

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Available - file to be updated
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Available - LED Bulb making? - Update files
List of students progressing to higher education, list, programme, institution, ...	Available - requires update
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, ... - visit the syllabus - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods	Available - to be documented


employed, time table, number of hours engaged, problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks - Prizes at MGU youth festival
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Visits to institutes of National Importance, Laboratory work, Peer teaching, field visits, study tours, projects, industrial visits, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required


MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Available - BSNL ?
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - Commonwealth Professional Fellowship, Visiting Lectureship, faculties are expert members in editorial boards and professional organizations - faculties are invited as subject experts for various purposes - reviewers of International journals
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved in providing awareness to the public on the benefits of using LED bulbs - File to be updated - Blood donation
Systems and procedures for optimum utilization of infrastructural facilities	Not available - the neighbouring school children may be invited to the visit labs, demo experiments, research exposure, ...
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Available - Provide details and update file


Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Available - file to be updated
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available, invited lectures and lectures with Nobel Laureates may be recorded and uploaded in the College website
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	Available - update file
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	Blood donation - update file

Physics

Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
Asso. Professor & Former IQAC Coordinator
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Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Chemistry

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Available - update files and registers
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	If available - update files
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS - NET Coaching - update files
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available - iF available update files
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, ecology, waste management and water management,... - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods	Available - to be documented

employed, time table, number of hours engaged, problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources, Biodiversity documentation of protected areas in Kerala, ...
Innovative teaching methods, student centric methods, ... adopted	FCBS Lectures, problem solving sessions, surprise tests, science quiz programmes, science exhibitions, workshops, peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state /	Available - list for the last five years required

country - last five years	
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available - better to initiate some linkages
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are referees of National and International Journals, editorial boards of popular science magazines and professional organizations - faculties are invited as subject experts for various purposes, Advisory Committee member for National Conferences, in Mentor Panel of DST INSPIRE, ...
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Available - provided to polymer processing, autopaste, ... manufacturing industries - File to be updated
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved in giving awareness programmes in soil and water testing, solid waste and water management - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Available - Lab and Library facilities are made available to Research scholars , ... - Lab facilities can be open to neighboring school children - file to be updated
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index.	Available - Prepare list of published books

Scopus, relevant pages from website showing the index	
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	Available - log book on usage is to be maintained
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA

Chemistry

Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G

Asso. Professor & Former IQAC Coordinator

St. Joseph's College, Moolamattom

(External Expert)

Dr. Sunil C Mathew

Coordinator, IQAC

St. Thomas College, Pala

Rev. Fr. Dr. James John

Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Botany

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, ecology, biodiversity,... - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods	Available - to be documented


employed, time table, number of hours engaged, problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Four teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources, Biodiversity documentation of protected areas in Kerala, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during	Available - Prepares People Biodiversity Register in


the last five years - in bond paper - activities involved - purpose - periodicity of meeting	collaboration with the State Government and various local bodies
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are expert members in various biodiversity committees, editorial boards and professional organizations - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Available - Pilot report submitted to the Kottayam district collector on Biodiversity issues at Rock Quarry Areas - File to be updated
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved in identifying and labeling plants at protected biodiversity areas of the state - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Not available - A herbal garden and herbarium are advisable, sensitization programmes for the students on environmental protection, ...
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Available - New discovery & DNA Sequences deposited genbank - file to be updated


Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating

Botany Zebra

SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
Asso. Professor & Former IQAC Coordinator
St. Joseph's College, Moolamattom
(External Expert)

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Coordinator, IQAC
St. Thomas College, Pala


Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Zoology


Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be modified
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated
Student mentoring - procedure, maintenance of register, list of students, dates of interaction /	Available - to be updated


student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS. ...)	Available - Programmes other than WWS to be initiated
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - to be updated
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Add-on programmes are available - Breeding and Rearing of Aquarium Fishes
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, ecology, ... - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - question paper, date, mark lists, students list to be maintained
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented properly
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented properly


Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - list of students, name of the project, guiding teacher, ... - to be filed
Details of students receiving scholarships from government and nongovernmental agencies	Available - to be collected, details of endowments - to be added
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / .. country - last five years	Available - five years data - previous institution, programme, state, country, ... - to be added
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Two teachers are in BoS - certificates to be filed
Teaching - learning resources available with the department	Museum, labs, lecture notes, previous question papers, online resources. ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, interaction with retired teachers, field visits, study tours, projects, field surveys, ICT, expert lectures ...
Detailed list of teachers from outside the state / country - last five years	Available - programme, institution, year, ... to be added
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available - but participated in bird and butterfly survey by Forest and Wildlife Department

Details of seminars participated, arranged, invited lectures	Available - files to be updated
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - award for best NSS programme officer from the affiliating University, reviewer of international journals - faculties are invited as subject experts for various purposes - files to be set right
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available - water testing, lab is to be made open to school children, sensitization during floods and spread of epidemics suggested
Systems and procedures for optimum utilization of infrastructural facilities	Not available - neighboring schools may be invited to visit labs and museum
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - details to be incorporated in department profile
Publications - National and International	Available - files to be updated
Presentations - Regional, National and International	Available - files to be updated
Details of FDPs attended by Faculty - certificates to be filed	Available - to be updated
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - to be updated
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non	Not available

Government, Industry, ... - provide details	
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - separate file to be maintained with recipients name and amount
Details of faculties received PhD during the last five years	Available - files to be updated
Details of faculties doing PhD	Available - files to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Recording facilities in seminar halls to be utilised
Facilities of Sports / Yoga / Gym / ...	Available - Schedule to be shown
Library - automation, user rate, rare books, manuscripts, special reports, ...	Availability to be ascertained
Subscription to INFLIBNET, databases, remote access to e-resources ...	Availability to be ascertained
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, ... and number of students participated	NA
Future Plans of the Department	To be prepared
SWOC Analysis	Available - to be updated
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G (External Expert) 
 Asso. Professor & Former IQAC Coordinator
 St. Joseph's College, Moolamattom

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 Coordinator, IQAC
 St. Thomas College, Pala


 Rev. Fr. Dr. James John
 Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Political Science

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Available - Details to be filed
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated, NET Coaching, Soft skill training
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - Other than WWS - Foundation Course on Human Rights
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available - may include 'Foundation Course on Human Rights' either as a certificate programme or a skill programme
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	May be available - Human Values, Professional Ethics, Civic Responsibility, ... - Please go through the syllabus and check for any such topic - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented


Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Three teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, study tours, projects, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required


MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available - to be initiated
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - editorial boards and professional organizations - The HoD is a Fulbright Scholar - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Not available
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning - classrooms, seminar halls, network facility	Available - Details to be added in the Department Profile
Publications - National and International	Available - Separate list for National and International - with ISMN, ISSN, ... - File to be initiated
Presentations - Regional, National and International	Not available - File to be initiated - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC - Files to be updated
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Not available - File to be initiated
Details of patents received, if any	Not available - File to be updated
Recorded Lectures to be made available on College website / Youtube / Powerpoint	Powerpoint presentations are available


presentations - links to be available to students - MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating

politics.

Special Remarks , if any	Suggestions are incorporated at appropriate places
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Asso. Professor & Former IQAC Coordinator
St. Joseph's College, Moolamattom
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Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of History

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Ten days 'On the Job Training Programme' in Archeology and Museology at Hill Palace Museum, Thripunithura, Ernakulam - update files
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, human values, civic duties responsibilities ... - go through the syllabus - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in	Available - to be documented


their implementation	
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available - If available file to be created with supporting documents
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources, Museum, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, visits to Historical Museums , Places of Archeological and Historical importance, ICT, lectures by experts, ...


Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Available - to be documented the ten day visit to Hill Palace Museum at Thripunithura
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are members in professional academic bodies - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Available - The Historical Museum of the Department is to made open to other students of the College and School children and maintain a log book
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on	Powerpoint presentations are available


College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Not available - if available, files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating

Hislop

SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
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St. Joseph's College, Moolamattom
(External Expert)

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St. Thomas College, Pala


Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Economics

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction /	Available - to be updated


student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, human values and professional ethics, ... - Please go through the syllabus - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged,	Available - to be documented


problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Four teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available


Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Not available
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved in identifying and labeling plants at protected biodiversity areas of the state - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning - classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Available - files to be updated
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available

Economics

Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

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Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Commerce


Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Available - Files to updated
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Available - CA-CPT - Files to be updated
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Available - Financial Accounting using Tally - update files
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on human values and professional ethics - Visit syllabus for such topics - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented


Bridge - List of students, method of measuring performance, teaching methods employed, timetable, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks, Cash prizes at Intercollegiate levels
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Teachers are in BoS of the affiliating University and/or autonomous colleges
Teaching - learning resources available with the department	Lecture notes, previous question papers, online resources, Department Library, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	If available - update files - linkages for project works are also considered
Details of seminars participated, arranged, invited	Available - separate lists for participated and

lectures	organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are expert members in various academic , editorial boards and professional organizations - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	If available - File to be updated
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - CSAR & Restone, Mission Arogya, SSSS, PTSA - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Available - SSSS & PTSA - Update files
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Available - update files
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available

Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Available - details of sanction, amount, ... required
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

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INTERNAL QUALITY ASSURANCE CELL

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ACADEMIC AUDIT REPORT: 2016 - 18

Department of Physical Education

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	NA
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	NA
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available
Value added programmes imparting transferrable skills (WWS, ...)	Available - 30 hour training programmes given by B. Sc. Recreation, Leisure and Sports Studies to School children
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Not available
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Not available
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - update files
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented


Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available
Teaching - learning resources available with the department	Previous question papers, online resources, various grounds, courts, swimming pools indoor and outdoor stadia
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available


Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are expert members in various committees
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved training School children for various sports and Games - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Available - The sports facilities of the College are open to the local children and the club members
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Not available
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Endowments are available - files to be maintained

Phy Ed.

Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

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INTERNAL QUALITY ASSURANCE CELL

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ACADEMIC AUDIT REPORT: 2016 - 18

Department of Vocational Education

(B. Voc.): Food Processing Technology, Sustainable Agriculture

Diploma: Renewable Energy; Hardware and Networking Maintenance

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results

Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Available - records to be updated
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Available - The programmes offered by the department are all vocational - B. Voc. and programmes based on SKILL INDIA Development - NSDC
List of students progressing to higher education, list, programme, institution, ...	Available - requires update
Students qualified in NET / SET / MAT / ...	Not available
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Available - List the programmes and update files
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Please go through the syllabus and identify the topics related to the question - topics are available - list them all - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in	Available - to be documented


their implementation	
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks, Gold medal in Athletics, University Youth Festival
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available
Teaching - learning resources available with the department	Various Labs, lecture notes, previous question papers, online resources, . . .
Innovative teaching methods, student centric methods, ... adopted	Training in reputed and recognized national institutions, Practical Experiences in various labs, Peer teaching, field training, study tours, projects,


	field surveys, ICT, on-the-job training, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Available - Various linkages exist with reputed firms for providing on the job training - linkages to be documented
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Not available
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Available - File to be updated - income generated is only travelling expenses
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - Students and teachers are actively involved in providing the expertise of the department with the public, especially farmers - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Available - update files
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Not available
Presentations - Regional, National and International	Not available
Details of FDPs attended by Faculty - certificates to be filed	Not available
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Not available
Details of patents received, if any	Not available
Recorded Lectures to be made available on	Powerpoint presentations are available


College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Not available
Details of faculties received PhD during the last five years	Not available
Details of faculties doing PhD	Not available
Details of Guides, scholars registered under them, progress reports	Not available
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating

BVoc

Special Remarks , if any	Suggestions are incorporated at appropriate places
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Dr. Sabukkutty M G 
Asso. Professor & Former IQAC Coordinator
St. Joseph's College, Moolamattom
(External Expert)

 Dr. Sunil C Mathew
Coordinator, IQAC
St. Thomas College, Pala


Rev. Fr. Dr. James John
Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Biostatistics

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Available - files to be updated
Value added programmes imparting transferrable skills (WWS, ...)	Not available
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Not available
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available - may be initiated
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on human values, professional ethics, ... - Search in the syllabus - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented


Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Available - Create and update files
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources, ...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Available - update files
Details of seminars participated, arranged, invited	Available - separate lists for participated and


lectures	organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are expert members in various academic bodies, editorial boards and professional organizations - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	If available - File to be updated
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Not available
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	If available, update files

Bioshakt

Donations / Endowments from Philanthropists, external agencies, ...	If available - files to be maintained
Details of faculties received PhD during the last five years	If available - with details of publications
Details of faculties doing PhD	If available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	If available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
 Asso. Professor & Former IQAC Coordinator
 St. Joseph's College, Moolamattom (External Expert)

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 Coordinator, IQAC
 St. Thomas College, Pala


 Rev. Fr. Dr. James John
 Principal, St. Thomas College, Pala

INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Biotechnology and Applied Microbiology

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Not available
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of	Available - to be updated

register, list of students, dates of interaction / student signature	
Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated - NET Orientation
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Not available - If available update files
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Available - Components of the programme include vocational components like blood grouping, water quality analysis - update file
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Not available - Think of diploma programmes which can be derived from the existing syllabus
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, ecology, biodiversity,... - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of	Available - to be documented

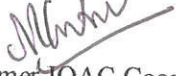
measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources, , ...
Innovative teaching methods, student centric methods, ... adopted	Experimentation and research, peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required


MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available
Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are invited as subject experts for various purposes
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available - File to be updated
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Not available - Certain tests can be conducted for the staff and students of the college, other institutions or for the public free of cost or at a nominal fee - on special days
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Not available
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students -	Powerpoint presentations are available


MOODLE	
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, external agencies, ...	Not available
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating

Biotech

Special Remarks , if any	Suggestions are incorporated at appropriate places
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Dr. Sabukkutty M G 
Asso. Professor & Former IQAC Coordinator
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INTERNAL QUALITY ASSURANCE CELL

St. Thomas College, Pala

ACADEMIC AUDIT REPORT: 2016 - 18

Department of Computer Science / Communicative English / Commerce (SF)

Item	Status
Faculty Profile	Faculty profile is to be modified incorporating the qualifications, experience, FDPs attended, achievements, ... of all the teachers in the department
Individual Teacher Profile	Separate file containing the detailed profile of each teacher is to be maintained
Department Profile	A complete history of the department right from its inception is expected
Staff strength - categorywise	Available - last five years
Student strength - categorywise	Available - last five years
Academic Calendar	Available - last five years
PO, PSO CO - defined, availability in website	Defined - incorporate in website
Mechanism for assessing the attainment of PO, PSO and CO	Mechanism is yet to be initiated
Department meetings - minutes	Available - to be updated with participants' sign
Department PTA - minutes	Available - files to be updated
Department Library - Stock and Issue register	Not Available
Work / Teachers Diary	Available - to be updated and signed by principal
Details of Divyangjan students - nature of disability, facilities available	Files to be maintained if such students are enrolled - with student details and nature of difficulty
Student Profile - Name, Address, Mobile, Adhaar, email id, ...	Available - to be updated
Student Progression - updated data	Available - to be updated
Drop outs - percentage, reasons, efforts to reduce the percentage	Available - to be updated
Mentor - Mentee list, ratio	Available - to be documented and updated
Result Analysis - Pass Percentage - Compare with University percentage / neighboring Institutions - Analysis - Boys / Girls, SC/ST/OBC/General	Available - to be updated using latest results
Student mentoring - procedure, maintenance of register, list of students, dates of interaction / student signature	Available - to be updated


Facilities for academic / career counseling - department level - programmes arranged	Programmes are available - to be documented
Personal Counseling	Records to be kept with the Counselor
Guidance for Competitive Examination and students benefitted - student attendance	Available - records to be updated
Placement details - Campus Recruitment - Offer Letter - Package offered - Company	Available - to be updated
Value added programmes imparting transferrable skills (WWS, ...)	Available - include programmes other than WWS - six are available - files to be updated
VET - Vocational Education and Training, enrollment, students completed, certificate, ...	Not available
List of students progressing to higher education, list, programme, institution, ...	Available - requires updation
Students qualified in NET / SET / MAT / ...	Available - to be updated
Details of sports and cultural activities organized at College level, ...	Available - Department fests and intercollegiate fests of departments
Certificate / Add-on Programmes offered - minutes, syllabus, mark list, students roll	Available - three programmes are available
Provision for integrating cross cutting issues - gender, environment and sustainability, human values and professional ethics, ...	Programmes are available on environment and sustainability, human values and professional ethics, ... - Please visit the syllabi of the programmes - during fifth sem UG environmental studies is a compulsory paper
Online Certificate Programmes by IIT / NPTEL / ... - Registered students - List	Not available
Provision for assessing learning levels of students after admission - Post admission tests	Available - But documentation is to be done
Mechanism for internal assessment, its transparency, Grievance Cell, ...	Transparent and the Cell exists
Remedial - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Enrichment - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged,	Available - to be documented


problems faced in their implementation	
Bridge - List of students, method of measuring performance, teaching methods employed, time table, number of hours engaged, problems faced in their implementation	Available - to be documented
Feedback from stakeholders - parents, teachers, alumni, students, employers - action taken report - to be published in College website - reports to be separate - sample feedback forms filled	Available - to be documented properly
Feedback on syllabus from stakeholders - parents, teachers, alumni, students, employers - observations - action taken report - to be published in College website - reports to be separate- sample feedback forms filled	Available - to be documented properly
Details of field work / project / internship - facilities provided - involvement of the department	Available - details of students, project topic, dates of internship, teacher guides etc should be available
Details of students receiving scholarships from government and nongovernmental agencies	Available - Separate list for government and nongovernment scholarships for the last five years
Awards / medals received for outstanding performance - students	Available - University Ranks
Detailed list of students from outside the state / country - last five years	Available - list for the last five years to be prepared
Alumni - department level - audited accounts - number of meeting held - their contribution to the college - minutes of meetings held	Available - to be updated - Prominent and recent Alumni may be invited to interact with the Peer Team
Teachers in BoS - How do they help the students / institution?	Not available
Teaching - learning resources available with the department	Labs, lecture notes, previous question papers, online resources including Moodle...
Innovative teaching methods, student centric methods, ... adopted	Peer teaching, field visits, study tours, projects, field surveys, ICT, lectures by experts, Moodle ...
Detailed list of teachers from outside the state / country - last five years	Available - list for the last five years required
MoUs / Collaborations / Linkages created during the last five years - in bond paper - activities involved - purpose - periodicity of meeting	Not available


Details of seminars participated, arranged, invited lectures	Available - separate lists for participated and organized
Details of teachers receiving incentives for their achievement	No such achievement
Financial support provided to teachers	Documents are not available in the department
Awards / medals received for outstanding performance - teachers	Available - faculties are invited as subject experts for various purposes - files to be updated
Consultancy provided and income generated - audited accounts / certified by HoD - usage	Not available
Extension activities of the department - number of students and teachers participated with dates and resource persons	Available - File to be updated
Systems and procedures for optimum utilization of infrastructural facilities	Available - The Computer lab and the Moodle server are used for ICT enabled teaching, ...
Facilities for teaching and learning- classrooms, seminar halls, network facility	Available - Details to be added in the department Profile
Publications - National and International	Available - Separate list for National and International - with ISBN, ISSN, ...
Presentations - Regional, National and International	Available - Details with certificates to be maintained
Details of FDPs attended by Faculty - certificates to be filed	Available - Certificates to be made available to IQAC
(Business) Incubation Centre	Not available
Books / Chapters in Books - ISBN, ISSN, h-index, Scopus, relevant pages from website showing the index	Available - files to be updated
Details of research papers in notified journals	Available - details of journals, co-authors, ...
Details of patents received, if any	Not available
Recorded Lectures to be made available on College website / Youtube / Powerpoint presentations - links to be available to students - MOODLE	Moodle based programmes are available Powerpoint presentations are available
Details of seminars / workshops on IPR	Not available with the department
Research projects - Government, Non Government, Industry, ... - provide details	Not available
Donations / Endowments from Philanthropists, ...	Endowments are available - files to be maintained

Comp. Al.
Comm. Exp.

external agencies, ...	
Details of faculties received PhD during the last five years	Available - with details of publications
Details of faculties doing PhD	Available - with details of fellowships, details of guide, topic, ... - to be updated
Details of Guides, scholars registered under them, progress reports	Available - files to be updated with topic, co-guides, registration, ...
List of sophisticated instruments and their log book - user rate - charges collected	NA
Details of Minor / major projects undertaken - status	Not available
Facilities for e-content development	Available - seminar halls with recording facilities, recorded lectures to be made available in college website - Moodle server
Facilities of Sports / Yoga / Gym / ...	Available - details with Physical education department
Library - automation, user rate, rare books, manuscripts, special reports, ...	Available - details must be available in the college library
Subscription to INFLIBNET, databases, remote access to e-resources ...	Available - receipts of subscription payment for INFLIBNET and journals must be available
Extension activities in the neighborhood for sensitizing the students on social issues	Available - all extension activities of the college to be distributed over different criteria to avoid multiple claims
Awards for extension activities - students	NA
Collaborated extension activities through NCC, NSS, YRC, .. and number of students participated	NA
Future Plans of the Department	Available - requires updating
SWOC Analysis	Available - requires updating
Special Remarks , if any	Suggestions are incorporated at appropriate places

Dr. Sabukkutty M G 
 Asso. Professor & Former IQAC Coordinator
 St. Joseph's College, Moolamattom
 (External Expert)

 Dr. Sunil C Mathew
 Coordinator, IQAC
 St. Thomas College, Pala


 Rev. Fr. Dr. James John
 Principal, St. Thomas College, Pala

Report

On

Activities and Achievements during Academic Year

2016- 2017& 2017-2018

- The Department of Malayalam & Sanskrit consisted of 10 permanent faculty members out of which two were Associate Professors and the rest were Assistant professors
- Four of the faculty members had Ph.D.
- During 2016-17 three of our teachers Dr. Thomas Scaria and Dr. Suvarnani Davi E were involving curricular development programme conducted by M.G University
 - Dr. Thomas Scaria - 18,19-02-2016& 02-05-2017
 - Dr. Suvarnani Davi E - 19-04-2017
 - Soumya Jose - 18,19-02-2016
- Dr. Suvarnani Davi E attended a conference in Brahma sutra study conducted by MG University during period 6-11-17 to 12-11-2017
- The pass percentage during 2016-17 for P.G was 64.78%, for U.G it was 9.75% with A grade
- The pass percentage during 2017-18 for PG was 86% with 42.8% with A grade , For UG it was 22.8% with 8% A grade

- Three our teachers attended Refresher Course
 - Mrs. Soumya Jose dated 02-09-2016 to 29-09-2016 Kerala University TVM
 - Mr Siju joseph dated 18-10-2016 to 07-11-2016 Kerala University TVM
 - Dr. Thomas Scaria dated 2-08-2017 to 23-08-2017 at Calicut university , Kozhikode
- We had an invited talk on Thunchath Ezhuthachan by Dr. Vijayappan (Retd. Prof. Calicut University on 24-10-2016 Gst by Anish Joseph (Asst. Commissioner Govt. of Kerala) on GST on 28-09-2017 and Katha by N.S Madhavan IAS (Novelist) on 02-02-2018
- Dr. Muhammed Bhaseer held on interactive session on 25-01-2017 about Muhiyadheen mala
- We had a Kathakali Demo by Kalamandalam Unnikrishnan 3-11-2017
- We organized a workshop on Journalism by Deep joy (St Thomas Alumini- II MC, Kottayam) 09-06-2017
- Prof. Mathiys Lamberings for Blegium Presented a Papers on French Culture in the International Seminar conducted by the Department on 03-02-2018
- Dr. Thomas Scaria published three articles one of which appeared in UGC approved research journal
- Prince Mon Jose published two articles in regional Journals (State wide)

- In 2016-17 members our faculty published two books and contributed two chapter with ISBN number
- The department organized a International Seminar 'EXUBERANZA- 2018' on 02-02-2018 to 03-02-2018 in association with kerala Lelithakala Academy
- Siju Joseph published one article in Research Journal owned by Malabar Christian College Kozhikode
- Mr. Sojan Pullattu severed as a resource person for a National Seminar conducted by TMJ Govt. College , Manimalakunnu, Titled Popular elements in Malayalam film songs 15-02-2016
- Dr. Thomas Scaria acted as a resource person in the National Seminar Asan Kavithkal at Govt. Brennan College Thalassery on 22-12-2017 and St. Joseph College (Autonomous Irinjalakuda)
- Two students registered for Ph.D. programme under the guide of Dr. Davis Xavior
- Mrs. Anila Thomas (Asst. Prof. Alphonsa College Pala) was awarded Ph.D. during 2019-17 under the guide ship of Dr. Sabu de Mathew The topic was Asante jeevacharithrangalude rastreeyam
- Prof. Siju Joseph delivered a talk on Ecology at Chavara public School Pala in year 2016 & 2017 respectively
- A Remedial Teaching group functioned under Dr. Sabu de Mathew , The peer teaching group consisted of PG & UG toppers organized by department

- Our students Vishnu Prasad and Steffania John Qualified JRF and NET respectively during 2017-18
- Our Students come out, with a newspaper **Malayala Sabdham** and journal **Navasahiti** during 2016-17
- Cultural programme like Sargayanam (Cultural Study Tour) Pusthakolsavam (book Fair), Keli (Classic Art Demo) and Binnale(Painting Fest) were organized by our students during 2017-18
- Alumni meeting was held once in 2017-18 and 2016-17
- The Department holders regular PTA Meeting
- The department conduct Staff Meeting Periodically
- We encourage our student's creative progress. Our students have made regular contributions to popular magazines like Deepanalam weekly and popular journal
- We had Grievance Cell, HOD acted as head and four members with a women faculty. There no case reporter during last two years
- We had a gender equality cell constituted under women faculty of our department. The acted very well.

INTERNAL QUALITY ASSURANCE CELL

Brief Report

Academic Years 2016 – '17 & 2017 –'18



**RESEARCH & POST GRADUATE
DEPARTMENT OF MATHEMATICS,
ST. THOMAS COLLEGE PALA,
ARUNAPURAM P.O, KERALA, INDIA, 686 574.**

**Research and Post Graduate Department of Mathematics
St. Thomas College Palai**

Brief Annual Report 2016 –'17

Faculties serving duties of the college

1. **University Level:-** **Shri. Manuel Joseph Panavelly:** Chairman, P.G Board of Studies, M.G University; **Dr. V. K. Jose:** Member - U.G. Board of Studies, M.G. University, Subject expert for the selection of Asst. Professor in MG University and member of UG Board of Studies, Marian College Kuttikkanam; **Shri. Tommy Thomas:** Academic Council Member, Assumption College Changanassery, Expert Committee member UG Syllabus revision; **Dr. Raj Mathew:** Member, PG Board of Studies, M. G University.
2. **College Level:-** **Dr. V. K. Jose** - Admission in charge of UG & PG & General Time Table; **Dr. Sunil C. Mathew** - IQAC coordinator; **Prof. Tommy Thomas** - Open Course coordinator & Admission in charge of UG & PG.
3. **Department Level:-** **Shri. Manuel Joseph Panavelly,** HOD & Guidance and Counseling; **Dr. V. K. Jose:** Peer Teaching; **Sri. Thankachan Augustine:** Documentation; **Dr. Sunil C. Mathew:** research and Consultancy, Text Book Purchase; **Sri. Tommy Thomas:** UGC/NET Coaching, **Dr. Raj Mathew:** Coordinator IQAC & Coordinator Alumina, **Sri. Bobby P. Mathew:** Department Secretary; **Ms. Tinjumol Mathew:** Question Paper Collection, Mathematics Study Group.

Class tutors: II M.Sc – **Sri. Thankachan Augustine;** I M.Sc. – **Sri. Tommy Thomas & Dr. Sunil C. Mathew;** III B.Sc. – **Dr. V. K. Jose & Sri. Bobby P. Mathew;** II B.Sc. – **Sri. Bobby P. Mathew & Dr. Raj Mathew;** I B.Sc. – **Dr. Sunil C. Mathew & Ms. Tinjumol Mathew.**

Research Publications: **Dr. Sunil C. Mathew**

1. On Topological Numbers of Graphs, Novi Sad J. Math. Vol. 45, No. 2, 85-95. Co-author: Ullas Thomas.
2. Inevitability of the Related Spaces of a Fuzzy Topological Space, Thai Journal of Mathematics, Volume 13, Number 2: 277-289. Co-author: Anjaly Jose.

Research Guidance: **Dr. Sunil C. Mathew** is guiding three students towards Ph. D in our Dept. namely, 1.Vivek S, 2. Bipinkumar V & 3. Babin B.

Editorial and Referee Positions: **Dr. Sunil C. Mathew** is serving as editorial board member for various International Journals in the areas of Mathematics.

Mathematics Quiz Masters: **Dr. Sunil C Mathew, Sri. Tommy Thomas and Shri. Bobby P. Mathew** served as Quiz Masters in various colleges across Kerala during the past few years.

Participation of Faculties in Seminars/Orientation Programme: **Shri. Bobby P Mathew** has participated the Orientation Programme conducted by Academic Staff College, University of Calicut during 20 Oct. to 14 Nov. 2016.

Prof. Mathew T. Matheikal All Kerala Mathematics Quiz

This year our Department has conducted a mathematics quiz, in the honor of **Prof. Mathew T Matheikal**, Former HOD Mathematics on 5-01-2016. 14. College Teams across the Kerala State has participated in this event and our college also won the second prize. **Shri. Tommy Thomas** Coordinated the Programme.

Seminars Organized:

1. **Seminar on Carrere Prospects:** Recourse person - **Prof Tommy Cherian**, Director KISCO Carrer Heights on 8 – 2 -2017
2. **Seminar on Big Data Analysis** on 22-3-2017: Resource person - **Shri. Pradeep . V.**[C.E. O, Brain Script Technology Solutions PVT. Ltd.].

Students Selected for NBHM Training Programme: Our student 3rd year B.Sc. student **Alphy V. Babu** has attended the prestigious “Mathematics Training and Talent search Programme” at S.N.M. Engineering College Chennai during 18 May 2016 to 13 June 2016 conducted by the National Board of Higher Mathematics (NBHM).

Study Tours:

1. **Shri. Thankachan Augustine** accompanied a group of 15 students of Final M. Sc. to visit Wayanad during 8 to 11 November 2016.
2. **Shri. Bobby P. Mathew**, accompanied the UG 3rd year student of our department to visit Mysore and Koorge during 17 to 20 Decemebr 2016.

NET holder: Anju Thomas qualified NET - December 2016.

Invited Talks:

Faculty	Venue	Topic	Date
Dr. Sunil C. Mathew	M E S College Nedumkandam	Some Applications of Number Theory	25 July 2016
Dr. Sunil C. Mathew	Governement College Kottayam	Culture Excitement and Relevance of Mathematics	30 - 31, January 2017
Dr. Sunil C. Mathew	Christ College Irinjalakuda	On Fuzzy Topological Spaces	16--17 February 2017
Sri. Tommy Thomas	Alphonsa College, Pala	Linear Algebra	10 August 2016.
Sri. Boby P. Mathew	Carmel College, Mala	Complex Analysis	18 Nov. 2016
Ms. Tinjumol Mathew	St. Joseph's College of Engg. and Tech., Palai	Multi-Objective optimization for scheduling repetitive projects using GA	23 April 2016

Department Quiz Team



Abin George Gokul C. M Vinayak P. R Vishnu Mohan Renji V. Mathew Sreehari E. S

Our Quiz Team participated in 14 Quiz Competitions in colleges all over Kerala. They had won 4 First Places, 2 Second Places, 3 Third Places.

ALUMNI MEETING



ALUMNI 1997-'99 M. Sc. Batch meeting was held on 12.11.2016

UNIVERSITY RANKS M. Sc. 2016

Rank I



Reetha Thomas

Rank IV



Archana Jayaprakash

Rank VI



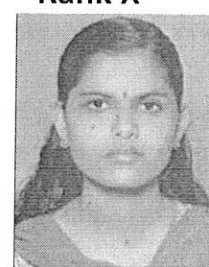
Jyothilakshmi R

Rank IX



Julia Mathew

Rank X

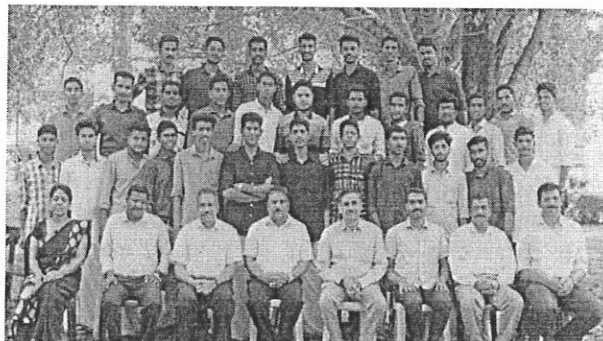


Sruthy Sukumaran

Result Analysis: UG & PG 2016

	Appeared	A+	A	B+	B	C	E	Pass %
UG	31	5	2	0	1+2	1+1	22	38.70
PG	15	3	7	2	1	0	2	86.67

UG & PG passed out 2017



Research and Post Graduate Department of Mathematics
St. Thomas College Palai
Brief Annual Report 2017 –'18

Curricular assignments:

1. University Level:- **Dr. V.K Jose:** U.G Board of studies member - M. G. University, Kottayam, Board of studies member - Marian College, Kuttikkanam; **Dr. Sunil C. Mathew:** Board of Studies member - Assumption College, Changanassery. Board of Studies member - CMS College Kottayam; **Sri. Tommy Thomas:** PG Board of Studies member - M.G University, Kottayam, Academic Council member - Assumption College, Changanassery; **Dr. Raj Mathew:** Member, PG Board of Studies, M. G University.

2. College level assignments: **1. Dr. Jose V. K:** General Timetable, **Dr. Sunil C Mathew** - IQAC Coordinator; **Sri. Tommy Thomas** - Open Course Coordinator, UG/PG Admissions, Arrear Bill Preparation, **Sri. Thankachan Augustine:** Teacher in charge of Anti-Narcotic Club.

3. Class tutors:

II M.Sc. – Ms. Tinjumol Mathew & Dr. Bobby P. Mathew

I M.Sc. – Dr. Raj Mathew

III B.Sc. – Sri. Thankachan Augustine & Tommy Thomas

II B.Sc. – Dr. Bobby P. Mathew & Sri. Thankachan Augustine

I B.Sc. – Dr. Sunil C Mathew & Ms. Tinjumol Mathew

4. Other duties

Dept. Secretary – Dr. Bobby P. Mathew

Maths. Study Group & Question Papers collection – Ms. Tinjumol Mathew

MTM Quiz – Sri. Tomy Thomas

Documentation & Mathematics Alumni – Sri. Thankachan Augustine

Library Books – Dr. Sunil C. Mathew

CSIR-NET Coaching - Sri. Tommy Thomas

Guidance & Counseling – Dr. V. K. Jose

IQAC Coordinator – Dr. Raj Mathew

Research Guides

1. Dr. Sunil C. Mathew (M. G. University, Kottayam)
2. Dr. Raj Mathew (Bharathiar University, Coimbatore)

Research publications:

1. On the Extensions of a Double Fuzzy Topological Space, Journal of Advanced Studies in Topology 9:1 (2018), 75-93. Co-author: Vivek S.
2. On the Lattices of L-Topologies, Fuzzy Sets and Systems, Volume 282C, Pages 21-30. Co-author: Ginu Varghese.

Editorial/Referee Positions by Faculty: Dr. Sunil C. Mathew

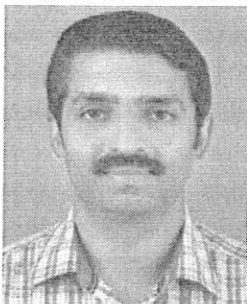
Sl. No.	Name of the Journal	Position Held
1	Mathematical Reviews	Reviewer
2	Zentralblatt MATH	Reviewer
3	Fuzzy Sets and Systems	Referee
4	Fuzzy Information and Engineering	Referee
5	Sasthrapadham	Editorial Board Member

Faculty as Resource Persons – Quiz Competitions:

Sl. No.	Name of Faculty	Nos.
1	Tommy Thomas	1
2	Dr. Bobby P. Mathew	9

Achievements:

Ph.D. awarded



Bobby P. Mathew
Faculty, Dept. of Mathematics
Mathematics

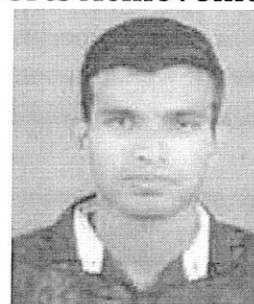
(From NIT Calicut, Topic: "Rough sets and Topology of the Rough Universe")

UGC/NET qualified



Aswani Thomas

Sports Achievements



Nazeem Najeeb
I M. Sc.
M.G. University
Volleyball Team Captain

Faculty as Resource Persons – Invited talks:

Sl. No.	Name of Faculty	Nos.
1	Dr. Sunil C. Mathew	6
2	Tommy Thomas	2
3	Dr. Bobby P. Mathew	1

Seminars/ Workshops attended by faculty

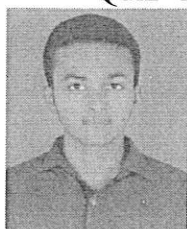
Sl. No.	Name of Faculty	Nos.
1	Thankachan Augustine	1
2	Dr. Sunil C Mathew	4
3	Dr. Raj Mathew	2
4	Dr. Bobby P Mathew	1
5	Tinjumol Mathew	2

Participation in Orientation/Refresher Programme

Sl. No.	Name of Faculty	Course	Organizing Institution	Dates
1	Dr. Raj Mathew	Refresher Course in Mathematics	Academic Staff college, University of Kerala	11.07.2017 – 31.07.2017
2	Dr. Bobby P. Mathew	Refresher Course in Mathematics	Indian National Science Academy	11.09.2017 – 23.09.2017
3	Ms. Tinjumol Mathew	Orientation Programme	Academic Staff college, University of Kerala	03.03.2018 – 27.03.2018

Quiz/ Project Presentation Competitions:

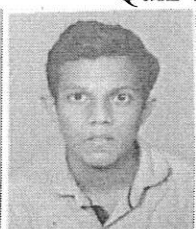
Quiz Team I



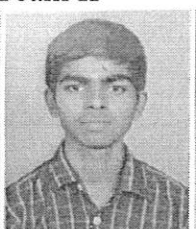
Abin George



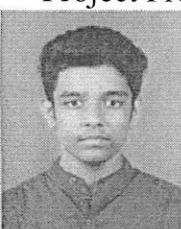
Albin James



Ashik Jayan



Sankar



Balu P. Kartha



Susmitha Scaria

Quiz Team II

Project Presentation

Quiz Competitions

Participated: 08;

Second Places: 02

First Places: 02

Third Place: 01

Project Presentations

Participated: 2

Prizes Won: 1

Prof. Mathew T. Matheikal All Kerala Mathematics Quiz:

Conducted a mathematics quiz, in the honor of Prof. Mathew T Matheikal, former HOD Mathematics, on 06-02-2018. Quiz Master: Prof. Jais Kurian, St. Stephan's College, Uzhvvoor; Coordinator: Prof. Tommy Thomas.

Students Participation in Training Programmes:

1. Albin James, Jaimin Joy and Jordy Joy of III B. Sc. Mathematics have attended Seven Day Camping Programme for UG students of Mathematics organized Kerala School of Mathematics (KSOM) hosted by the department of Mathematics, St. Joseph's College, Moolamattom during 16 -23 November 2017.
2. II M.Sc. students attended two days International Seminar on Differential Geometry organized by Ettumanoorappan College, Ettumanoor.

Scholarships:

Name of the scholarship	Number of Beneficiaries
National Scholarship	11
Single Girl Child Scholarship	1
Higher Education Scholarship	25
Merit Scholarship	1
E Grant UG	22
E Grant PG	8
Suvarna Jubilee Scholarship	3

Mathematics Study Group:

As part of the activities of Mathematics Study Group, we celebrated Onam and Christmas. Also conducted Group Games, Tug of war and cultural programmes. Susmitha Scaria is President & James Joseph, the Secretary.

Send off to Dr. V. K. Jose:

Send off to Dr. V. K. Jose, Associate Professor and HOD of Mathematics on his retirement from service from service on 31 March 2018 and fare well to the final year students.



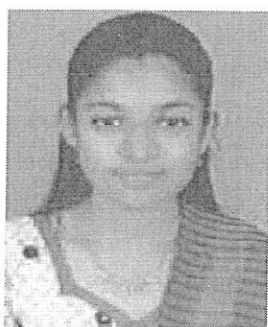
Study Tours:

1. **Shri. Thankachan Augustine & Dr. Bobby P. Mathew** accompanied the PG 4th semester students to visit Vagamon, Madurai, Rameswaram and Dhanushkodi during 6 – 8 February 2018.
2. **Shri. Tommy Thomas** accompanied the UG 6th semester students to visit Mysore, Koorg and Chikkamangalore during 13 – 17 December 2017.

M.Sc. Mathematics – Ranks 2017



Angel Varghese
1st position



Manjeena Maria Thomas
4th position

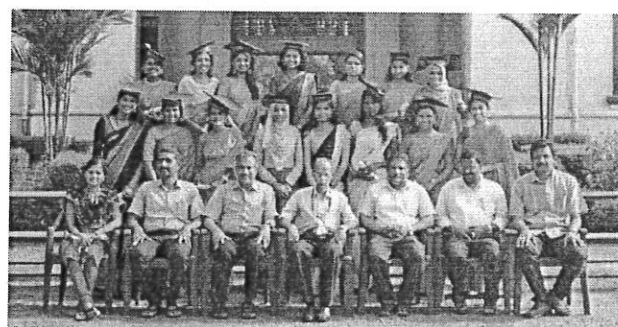
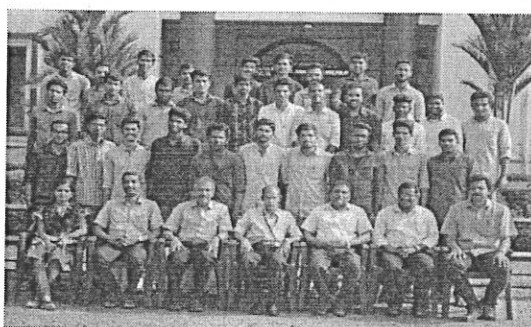


Anjana Sebastian
6th position

UG – PG Result 2017

	Total	A ⁺	A	B ⁺	B	Failed	Pass %
UG	30	7	8	0	3+2	10	66.67
PG	15	5	5	3	0	2	86.7

Out Going UG & PG 2018



Obituary:



Prof. P. L. Mathew & Prof. P. O. Oonnikrishnan Nair

1 Curricular Aspects

1.1 Programmes and Courses

Programmes: M.Sc. Statistics and Ph.D.

Courses: Two courses in Statistics for M.A. Economics program.

Two courses in Statistics for B.A. Economics program.

Four courses in Statistics for B.Sc. Mathematics program.

Add-on Courses: LaTeX Typesetting for Science Journalism (2012- 2017).

Statistical Computing and Data Analysis (2015-2020).

1.2 Departmental Associations Activities

Celebration of National Statistics day on June 29 every year is under the auspices of department association.

All Kerala K. Ramakrishna Pillai problem solving contest is organized by the Department Association every year in the month of January/February.

2 Teaching-learning & Evaluation

2.1 Student Enrolment

M.Sc. Statistics 2016-17: Males-1 Females-14 Total-15

SC/ST-0 OEC/OBC-3 General-12

M.Sc. Statistics 2017-18: Males-1 Females-14 Total-15

SC/ST-2 OEC/OBC-1 General-12

Number of students registered for Ph.D.: 4

No students from outside the state during 2016-18. No differently able students during 2016-18.

2.2 Student Centric Methods in Teaching Learning

Elementary level classes at the commencement of program, Tutorial system, Practice in answering of previous year question papers of NET and ISS examinations, Mock viva/ interview, seminars and assignments, Motivation and awareness talks by alumni, Workshops to train students in data analysis using modern softwares, Orientation programmes for interview/ group discussion/ National level tests, Use of ICT tools- One smart classroom with LCD facility and practical sessions in computer lab having interactive board, audio-visual systems, 30 PCs, 2 printers and one scanner, Quiz, poster designing, data analysis and essay writing competitions, internships etc, Special assignments and attention for weak students, Lectures by external experts.

2.3 Teacher Profile

Associate Professors: 5 Assistant Professor: 1 Guest teachers: Nil

2.4 Teacher Quality

Teachers with Ph.D.: 6

All teachers are members of one or more BoS of universities/autonomous colleges in Kerala.

Sebastian George awarded P.K. Sen Distinguished visiting Professorship award of University of North

Carolina, U.S.A.

Sebastian George is an *Adjunct professor* at **CMC Vellore**.

Number of Invited talks of Faculty in Seminars/Conferences: 4

Number of Paper presentation/ Participation of Faculty in Seminars/Conferences 2016-2018: 2

Number of programs for which faculty served as resource persons: 7 **Faculty as Reviewer/ Editor:**

Sebastian George and Seemon Thomas are *reviewers* of **American Mathematical Society** and they are serving as referees of several journals.

Seemon Thomas is an Editor of *Asian Journal of Probability and Statistics*.

3 Research, Innovations & Extension

Number of supervisors: 7 Number of research scholars:15 (7 FT & 8PT)

Number of Ph.D. Awarded: 2 Thesis submitted: 1 Research papers published: 4

International Conference: 1 Workshop Organized: 1

3.1 Research Projects

One KSCSTE major project, one project under DST Women Scientist Scheme and one project of Coconut Development Board.

3.2 Extension Activities 2016-2018

- One day seminar on Research Opportunities in The United States of America for Undergraduate students on 06 January 2018 by **Dr. Suchindran C.M**, *University of North Carolina, USA* .
- One day workshop on "Official Statistics and Opportunity in Government Sector", sponsored by MOSPI.

3.3 Students Qualified NET: 2 UGC-JRFs

3.4 Student Achievements

National Level the spot essay writing competition conducted by MoSPI: Second prize

All Kerala Statistics Quiz organized by Department of statistics, CUSAT: First prize

U. S. Nair all Kerala statistics quiz competition Organized by Kerala Statistical Association: Second prize

Prof. K. Ramakrishna Pillai memorial All Kerala problem solving contest: First prize

4 Student Support & Progression

4.1 Students Capability Enhancement Programmes

Number of Workshops: 2 Invited talk: 1 Soft skill development Program: 1 Poster Drawing competition: 1 Data analysis competition: 1 Two-month internship program participation: 1

4.2 Number of Student Placements: 6

4.3 Alumni Support

Two interactive programmes with Alumni arranged.

Two page report of activities and achievements

Department of Physics

2016-2017

1. Dr. Simon Augustine, Dr. Sunny Mathew, Dr. Ison V. Vanchipurackal and Mr. Libin Kuriakose are in board of studies in colleges/universities.
2. Dr. Ison V. Vanchipurackal and Mr. Libin Kuriakose participated in curriculum development workshops.
3. Ten teachers are working in the department including one teacher on FDP and an FDP substitute.
4. The pass percentage of 2014-2016 MSc batch is 94 with 10 th rank.
5. The first semester result of the present MSc second year batch is 96 percent.
6. Third BSc students have 93 percent pass for their fifth semester.
7. A four days national level workshop on experimental physics was conducted for college teachers during 29 June-2 July 2016. The programme was conducted in association with the MG University Kottayam and Academy of Physics Teachers, Kerala. 36 teachers from all over India participated in the programme. Dr. Ison V. Vanchipurackal was the resource person and co-ordinator.
8. Sunil C. Vattappalam (Guide: Dr. Sunny Mathew and Dr. Simon Augustine) and Bhagyaraj C (Guide: Dr. Vincent Mathew) have submitted doctoral thesis from the department.
9. 4 international publications and 14 conference publications are produced from the department.
10. One patent is filed from the department. Appl. No: 201641006894. Ajith Thomas, Anju Elsa Tom and Dr. Ison V. Vanchipurackal are the authors.
11. Dr. Ginson P. Joseph is awarded commonwealth professional fellowship to visit School of Engineering, Robert Gordon University, UK.
12. Dr. Ison V. Vanchipurackal has written 3 expository articles from the department.
13. Dr. Sunny Mathew (KSCSTE) has one and Dr. Ginson P. Joseph (DST-SERB and CSIR) has two ongoing major research projects in the department.
14. 2 faculty members Dr. Ison V. Vanchipurackal and Dr. Ginson P. Joseph are reviewers of journals.
15. An international conference ICMST-2016 was organized by the department during 5-8 June 2016. Two Nobel laureates participated in the programme. There were 11 plenary

Two page report of activities and achievements

Department of Physics

2016-2017

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11. Dr. Ginson P. Joseph is awarded commonwealth professional fellowship to visit School of Engineering, Robert Gordon University, UK.
12. Dr. Ison V. Vanchipurackal has written 3 expository articles from the department.
13. Dr. Sunny Mathew (KSCSTE) has one and Dr. Ginson P. Joseph (DST-SERB and CSIR) has two ongoing major research projects in the department.
14. 2 faculty members Dr. Ison V. Vanchipurackal and Dr. Ginson P. Joseph are reviewers of journals.
15. An international conference ICMST-2016 was organized by the department during 5-8 June 2016. Two Nobel laureates participated in the programme. There were 11 plenary

speakers, 12 keynote speakers, 15 invited speakers, 180 oral and 265 poster presentations during the conference. Dr. Ginson P. Joseph was the convener of the seminar. RRI Bangalore was the academic partner of the seminar.

16. An intercollegiate quiz competition was conducted by the department. Mr. Augustine J Edakkara was the quiz master.

17. 16 students are receiving scholarships from various agencies.

18. Our students won prizes in several intercollegiate quiz and other competitions.

19. 11 students joined for higher studies.

20. Our faculty members have active roles in governance of the institution. Dr. Michel Augustine is a member of the college council. Dr. Ison V. Vanchipurackal is the Secretary of the St. Thomas College Staff co-operative society Ltd. No. K- 434. Mr. Libin Kuriake is a member of the director board of Pala St. Thomas College co-operative society Ltd. No. 4175.

21. Three invited talks by experts are arranged by the department.

22. The department conducts a department level fest.

23. Mr. Libin Kuriakose has developed an income tax calculating software for teachers.

24. The department undertakes an LED bulb awareness programme.

25. We have planted 12 trees in front of the department.

26. Our students are active participants of the blood donors forum.

Two page report of activities and achievements

Department of Physics

2017-2018

1. Dr. Ison V. Vanchipurackal and Mr. Libin Kuriakose are in board of studies in colleges/universities.
2. Ten teachers are working in the department including one teacher on FDP and an FDP substitute.
3. Four invited talks by experts (A.V. Sathish, Dr. N. Shaji, Dr. Mathew George and Dr. Minu Joy) are arranged by the department.
4. The second MSc students have visited Indian Institute of Astrophysics Kodaikanal observatory, third BSc students visited Raman Research Institute Bangalore, II BSc students Koodankulam Nuclear Power project and I BSc students attended a science exhibition in this academic year.
5. The pass percentage of 2015-2017 MSc batch is 91 with 5 ranks in top 10.
6. The first semester result of the present MSc second year batch is 89 percent.
7. Third BSc students have 90 percent pass for their fourth and fifth semester.
8. The first, second and third semester results of the second BSc students is 93, 83 and 94 respectively.
9. Two PhDs are produced from the department. Dr. Sunil C. Vattappalam (Guide: Dr. Sunny Mathew and Dr. Simon Augustine) and Dr. Bhagyaraj C (Guide: Dr. Vincent Mathew).
10. Four journal and three conference publications are produced from the department.
11. Best poster award is received by three of our research scholars. (Mr. Prince Thomas, Sr. Simi N.J. and Mr. Jincemon Cyriac).
12. Dr. Ison V. Vanchipurackal has published two books for UG students.
13. Dr. Ginson P. Joseph executes two major research projects in the department.
14. Dr. Ginson P. Joseph has received the Carl von Ossietzky visiting Lectureship to visit Carl von Ossietzky University Oldenburg, Germany.
15. Our faculty members (Dr. Ison V. Vanchipurackal, Dr. Ginson P. Joseph and Mr. Augustine J. Edakkara) have delivered a numbers of invited talks in other institutions.
16. Dr. Ison V. Vanchipurackal wrote three expository articles from the department.
17. A special talk on Stephen Hawking was arranged by the department. Dr. Ison V. Vanchipurackal was the speaker.

18. An intercollegiate quiz competition was conducted by the department. Mr. Augustine J Edakkara was the quiz master.
19. Several students including the research scholars are getting scholarships from various agencies.
20. Six of our students received placements through campus interview.
21. Our students (Jensal Thomas and Amit Kumar) have won five prizes in intercollegiate presentation competitions.
22. Two of our students (Kavyapriya B and Juvy Joy) won prizes in the MG university Youth Festival 2018.
23. Our students won prizes in several intercollegiate quiz, dance, vocal and instrumental music, photography and short film competitions.
24. The department organized a one day cultural fest for our students.
25. Our faculty members have active roles in governance of the institution. Dr. Michel Augustine is a member of the college council. Dr. Ison V. Vanchipurackal was the Secretary of the St. Thomas College Staff co-operative society Ltd. No. K- 434 till 13-09-2017. Mr. Augustine J. Edakkara is a member of the director board of the St. Thomas College Staff co-operative society Ltd. No. K- 434. Mr. Libin Kuriake is a member of the director board of Pala St. Thomas College co-operative society Ltd. No. 4175.
26. We execute an LED bulb mission from the department. Awareness programme are conducted in the Pala Municipality.
27. We are active members in the blood donors' forum of the college

RESEARCH AND P.G. DEPARTMENT OF CHEMISTRY
ST. THOMAS COLLEGE, PALAI
Brief Report (2016 - 2018)

Curricular Aspects

Chairman and members of various BOS and Examination Boards

- Jogy Alex: Member, College Development Committee, Mahatma Gandhi University
- Dr. Sunny Kuriakose: Member, Faculty of Science, M.G. University
- Dr. Sunny Kuriakose: Member, U.G Board of Studies, Kerala University
- Dr. Sunny Kuriakose: Chairman, VI Semester UG Practical Examinations, May 2016 (M.G.University)
- Dr. Sunny Kuriakose : Chairman & Member of panel of question paper setters of various Universities for UG examinations and Ph.D course works.
- JOGY ALEX AND DR.SUNNY KURIAKOSE : Nodal Officers for framing National New Education Policy, MHRD, GOVT. OF INDIA

Sri.jogy Alex, Dr.Jose K.Xavier, Dr.G.D.Gem Mathew & Dr.Thomas V. Mathew: Members of panel of question paper setters of various Universities for UG& P.G. examinations

Subject Expert Committee Members, Mahatma Gandhi University:

- Dr. Sunny Kuriakose, Dr. Jose K.Xavier & Dr. G.D.Gem Mathew

Academic Council/Board of Studies of Autonomous Colleges

- Dr.Sunny Kuriakose: St.Theresa's College, Ernakulam
- Sri. Jogy Alex: Rajagiri College of Social Sciences, Kalamassery

Text Books Published: 11 Text books are published by the faculty members (Dr.G.D.Gem Mathew, Dr.Jose K.Xavier, Dr.Sunny Kuriakose & Dr. Thomas V. Mathew) for various core and complementary courses and the Choice Based and Open Courses of UG Chemistry programmes of M.G. University and these text books

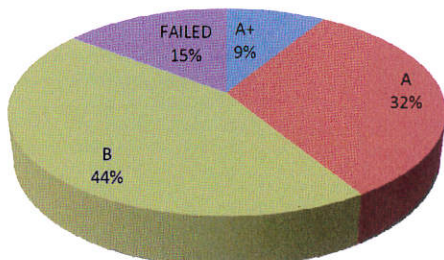
Teaching, Learning & Evaluation

- Model examinations, class tests, assignments, seminars, problem solving sessions, surprise tests etc are conducted

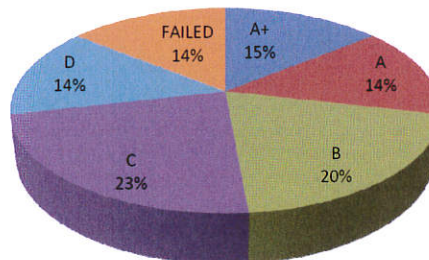
- Special classes, morning and evening classes and extra classes are taken to cover the topics in time.

SUMMARY OF BSc RESULT (2016-2018)

BSc 2014-'17

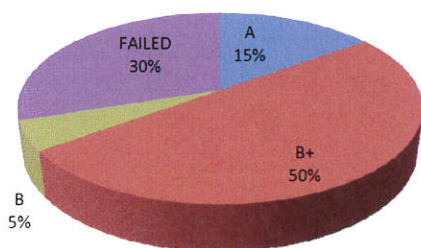


BSc 2015-'18

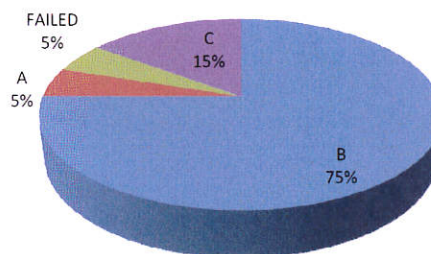


SUMMARY OF MSc RESULT (2016-2018)

MSc 2015-2017



MSc 2016-18



Joint CSIR UGC JRF/NET Qualified

Total Number : 94

Total Number during 2016-2018 : 4

Chemistry Alumni Association

1980-83 batch B.Sc Chemistry alumni had instituted the "B.Sc Chemistry Topper Prize" for the student scoring highest grades in the University examination.

Present office Bearers of the Association' are:

President : Dr.A.G.Rajendran, Scientist, VSSC Thiruvananthapuram
 Vice President : Dr.Sr.Elsa Tom, Former Principal, Alphonsa College Pala
 Secretary : Dr.Jose.K.Xavier, Asso.Prof. St.Thomas College Pala
 Treasurer : Prof. Jogy Alex, Asso.Prof. St.Thomas College Pala

Prominent Alumni

Prof.K.L.Sebastian (Bhatnagar Awardee, Indian Institute of Science, Bangalore)
 Sri.James Kurian IFS (HRD Ministry, Govt. of India)
 Dr.A.G.Rajendran (Scientist, ISRO)
 Dr.Benny K.George (Scientist, VSSC, ISRO)
 Prof.K.Sreekumar (CUSAT)

Chemistry Association

The Departmental Association conducts many programmes such as debate competitions and, group discussions on currently important issues, State level science quiz competition, **SCIENTIA - 3**, state level project presentation competition **Scientia 2017**, cultural programmes etc. In addition, the association organises Welcome ceremony at beginning of every academic year and farewell to the outgoing students at the end of each academic year.

In the year 2018 the Departmental association organise All Kerala Science Fest (Atmos 2K18) on 19 January, 2018.

Research, Innovation & Extension

Research Guides: 7, Research students : 7, Ph.D Awarded : 1 (Sajeev Martin George)

Ph.D Awarded: 1 (Sr.Sheena Varghese under the Guidance of Dr.Sunny Kuriakose)

Ph.D selection (Abroad) : 1 (Ms.Leeja Jose, 2016)

Ph.D selection (India) : 3

Research Projects

Minor Research Projects(2015-16) : 3

REFEREE PANEL MEMBERS OF INTERNATIONAL/NATIONAL JOURNALS : 3

(Dr.Sunny Kuriakose, Dr.G.D.Gem Mathew & Dr.Thomas V.Mathew)

REFEREE PANEL/EDITORIAL BOARD MEMBERS OF INTERNATIONAL AND NATIONAL JOURNALS AND POPULAR SCIENCE MAGAZINES

Dr.SunnyKuriakose: 14 International Chemistry Journals, 1 Popular Science Magazine and 1 Science Journal (STARS) and 1 Biographical Magazine

Dr.G.D.Gem Mathew : 1 National Chemistry Journal, 1 Popular Science Magazine, 1 Science Journal (STARS)

Dr.Thomas V.Mathew : 3 International Chemistry Journal

JRF – NET Qualifiers

1. Jayakrishnan K R. CSIR JRF
2. Deepak Joshy UGC JRF
3. Jisha Jose NET
4. Anish Babu NET

FCBS Seminar Attended by Students

- **13-15 October 2016**
 - Annie P Augustine
 - Anagha A
 - Indu R
- **15-17 October 2017**
 - Christine Maria Davis
 - Shilpa Abraham
 - Renitta Benny

Science Academies' Lecture Workshop on
RECENT ADVANCES IN CHEMICAL SCIENCES (June 13-15, 2017)

National Science Academies'
Lecture Workshop

on
**RECENT ADVANCES IN
CHEMICAL SCIENCES**

Sponsored by

Indian Academy of Sciences,
Bangalore

Indian National Science
Academy, New Delhi

The National Academy of
Sciences India, Allahabad

Date: 13-15 June 2017 Venue: ST. THOMAS COLLEGE, PALA



Co-ordinator : **Dr. G.D. Gem Mathew**

**National Seminar Sponsored by KSCSTE
EMERGING TRENDS IN NANOCOMPOSITES**

KSCSTE SPONSORED NATIONAL SEMINAR ON
**EMERGING TRENDS IN
NANOCOMPOSITES**

OCTOBER 12, 13
2017

Sponsored by
Kerala State Council for Science, Technology & Environment
Thiruvananthapuram

Research & PG Department of Chemistry
St. Thomas College, Palai



Co-ordinator : **Dr. Sajeev Martin George**

List of Publications

- i. S. Phillip and S. Kuriakose, Studies on the antibacterial activity of water-soluble iron oxide nanoparticle- β -cyclodextrin aggregates against selected human pathogenic bacteria, Nano-Structures & Nano-Objects, 16, 347-353, (2018).

- ii. L. M. Jose and S. Kuriakose, Photochemical Studies and Photoinduced Antibacterial Properties of Silver Nanoparticle- Encapsulated Biomacromolecule Bovine Serum Albumin Functionalised with Photoresponsive Chromophoric System 2-[(E)-(3-Hydroxynaphthalen-2-yl) diazenyl] Benzoic Acid, *Macromol. Res.*, (2018).
- iii. S. Jose and S. Kuriakose, Synthesis, Characterization and Thermal Studies of Silver Nanoparticles - β -Cyclodextrin Inclusion Complexes Modified with (2E)-3-{3-[(Z)-Naphthalen-1-yl diazenyl]phenyl}prop-2-enoic acid, *Journal of Inclusion Phenomena*, 87:127-40, (2017).
- iv. S. Philip and S. Kuriakose, Antibacterial Activity of Zero-valent Iron Nanoparticles Synthesized by Green Protocols Using *Murraya Koenigii* Extract, *European Journal of Biomedical and Pharmaceutical Sciences*, 4(12):630-33, (2017).
- v. S. Philip, S. Kuriakose and T. Mathew, Antifungal Activity of Zero-valent Iron Nanoparticles Synthesized by Green Protocols Using *Camellia sinensis* Extract against Pathogenic *Aspergillus* Species, *Journal of Modern Chemistry and Chemical Technology*, 8(3):40-45, (2017).
- vi. Synthesis, characterisation and antibacterial studies of carbon nanoparticle and carbon nanoparticle encapsulated in functionally modified β -cyclodextrin with {5-[4-(dimethylamino) benzylidene]-4-oxo-2-thioxo-1, 3-thiazolidin-3-yl} acetic acid, Sheena Varghese, **Sunny Kuriakose**, *Supramolecular Chemistry*; 28(3-4), 293-304, 2016.
- vii. Bovin Serum Albumin stabilized Silver Nanoparticles: Synthesis, characterisation and antibacterial studies, **Sunny Kuriakose**, IOSR Journal of Pharmacy and Biological sciences, 10(3), 19-25, 2016.
- viii. Synthesis, Characterisation and Antifungal Activity of Carbon Nanoparticle-Beta-Cyclodextrin Aggregates against *Aspergillus Species*, Sheena Varghese, **Sunny Kuriakose**, *European Journal of Biomedical and Pharmaceutical Sciences*, Vol. 2, 486-494, 2016.
- ix. Antimicrobial Studies on Fe_2O_3 Nanoparticles Synthesized by Dodecylamine Mediated Reduction Technique, Philip S and **Kuriakose S**;, *International Journal of Nanoscience*, 2016 (under revision).
- x. Synthesis, characterisation and antibacterial studies of carbon nanoparticle and carbon nanoparticle encapsulated in functionally modified β -cyclodextrin with {5-[4-(dimethylamino) benzylidene]-4-oxo-2-thioxo-1, 3-thiazolidin-3-yl} acetic acid, Varghese S and **Kuriakose S**; *Supramolecular Chemistry*, 2016, 28:293-304.
- xi. Dynamic mechanical thermal analysis of epoxy/block copolymer blends In book: Handbook of Epoxy Blends, **Sajeev Martin George**, pp 1-34 (Springer, 2016).

Other Highlights

- Members of Advisory committees of National Conferences.
- Member of Mentor panel for DST INSPIRE programmes
- Consultancy services are provided by the Research Faculty
- Extension activities are conducted by the Faculty
- Science Awareness camps, Science Exhibition, Science popularisation programmes, Lecture workshops etc are conducted.

- Talks and classes are given by the faculty on Environmental issues such as Plastic waste management, Water pollution and management, Green alternatives of Chemical protocols etc.
- Scholarships and Endowments to fast learners and Best students
- Remedial coaching for weak students
- UGC-CSIR JRF/NET coaching

Consultancy and Extension Activities

- We provide consultancy to leading industries in the field of polymer processing, autopaste manufacture etc.
 - Science awareness programmes and science camps
 - Soil testing and water testing facilities for the public
- Awareness programmes on solid waste management, water management etc. in collaboration with schools, Panchayaths and Municipality

Library as a Learning Resources

- Two research laboratories functioning as Interdisciplinary research centres.
- Two PG and one UG laboratories.
- Library with more than 500 Chemistry books, 11 chemistry journals and many science magazines.
- A well furnished computer lab with 12 computers, printers and internet facilities.
- A sophisticated instrumentation lab containing FTIR and UV-Visible spectrometer and various minor equipments.
- Storage facilities for keeping chemicals, solvents and lab wares.
- Major and minor equipments worth more than 30 lakhs.

Student support

- Tutor-ward system is followed
- Coaching for UGC-CSIR JRF/NET
- Scholarships and Endowments
- Information, support and mentoring are provided to best students to get admission for research degrees, summer fellowships, recharge programmes etc.
- Student progression from UG to POG and PG to research degrees are analysed
- Special training is provided to get scholarships from University, and National agencies
- Participation of students in association activities, classroom and lab management is ascertained
- Alumni association activities

Governance, Leaderships & Management

Faculty members of Chemistry Department act leading role in the administrative process of the College both in horizontal and vertical levels. Administrative hierarchy is followed in the Department.

- Dr.Sunny Kuriakose : IQAC member, PTA Executive Committee member, College Council member, NAAC Steering Committee member.
- Dr.G.D.Gem Mathew : College Council member

Administrative mechanism in the Department

- HOD, Class teachers, Tutors, Staff secretary, Department Association Director
- Teachers in charge of purchase, Department level auditing and monitoring
- Principal Investigators of Major and Minor Research Projects
- Laboratory staff and store keeper

Institution values & Best Practices

- Green Chemistry protocols are followed in chemical synthesis
- Green Audit was conducted in the campus under the leadership of our faculty
- Innovative academic programmes for students such as Lecture workshops, seminars, ICT programmes etc.
- Students are encouraged to attend programmes such as FCBS lectures, national seminars and workshops
- Facilities such as soil testing, water testing, advice for solid waste processing etc are provided to the public.
- Classes are conducted for members of local bodies, school students and the public on various environmental issues.
- Doctoral research is being conducted on environmental issues such as River Water Analysis and Studies on the Bio-Geochemical Characteristics of Meenachil River.

Five Year Action Plan

- Propose to start an M.Phil Programme in Chemistry
- Proposed to conduct a National Seminar in March 2017.
- Propose to intensify UGC coaching to PG students
- Proposal for new Major and Minor Research Projects
- Enrolment to Ph.D. programme to be enhanced
- Extension programmes in connection with Green Chemistry protocols to be enhanced.

3. **Jomy Augustine**, has attended IAAT Conference and XXIII International conference of IAAT at Kohlapur on 7-9 November 2016 at Sivagi University, Kohlapur, MH.
4. **Bince Mani** has attended IAAT Conference and XXIII International conference of IAAT at Kohlapur on 7-9 November 2016 at Sivagi University, Kohlapur, MH.

FACULTY AS MEMBERS IN COMMITTEES, EDITORIAL BOARDS, PROFESSIONAL ORGANISATIONS:

1. Technical Support Group, Kerala State Biodiversity Board – PBR.
2. Expert member in Environment Appraisal Committee – Idukki District
3. Member, Core Committee, National Institute of Plant Science Technology, Mahatma Gandhi University (U.O. No. 4321/AV/1/Acad/2016).
4. Expert in PA management plan by MoEF, Govt. of India.

PUBLICATIONS IN JOURNALS:

1. E.J. Josekutty, P. Biju & Jomy Augustine: *Strobilanthes malabarica* (Acanthaceae), a new species from South Western Ghats, India *Webbia: Journal of Plant Taxonomy and Geography*, 2016
2. Biju P., Josekutty E. J., Muhammed Haneef K. A and Jomy Augustine. *Nymphoides Balakrishnani* Sp. Nov. (Menyanthaceae), A New Species from the Lateritic Plateau of Southern Western Ghats, India. *International Journal of Advanced Research* (2016), Volume 4, Issue 7, 799-803
3. P. Biju, E.J. Josekutty and A. Jomy, *Blyxa kasaragodensis*, a new species of Hydrocharitaceae from the ponds in the laterite plateau of Malabar coast, Kerala, India. *Journal of Plant Taxonomy and Geography*, 2016 . Vol. 71, No. 1, 61–67,
4. E. J. Josekutty, P. Biju, P. Sujanal & Jomy Augustine *Miliusa paithalmalayana*- A new species of Annonaceae from Southern Western Ghats, India
5. Asymbiotic seed germination and in vitro conservation of *Coelogyne nervosa* A. Rich. an endemic orchid... Sonia Abraham, Jomy Augustine, T Dennis Thomas . *Physiology and Molecular Biology of Plants* 07/2012; 18(3):245-51. DOI:10.1007/s12298-012-
6. Dual Inhibition of Lipoxigenase/Cyclooxygenase by An Ayurvedic Herb, *Tinospora cordifolia* (WILLD.); ... Prakash Kumar B, Jenny Jacob, Jomy Augustine
7. P. Biju, E.J. Josekutty and Augustine J., 2016 A new species of *Lobelia* L. (Companulaceae: Lobelioideae) from the Laterite Plateau of Northern Kerala, India. DOI: 10.1080/00837792.2016.1175734
8. P. BIJU^{1,4*}, E.J. JOSEKUTTY^{2,4}, K.HANEEF³ and J. AUGUSTINE, 2016. A new species of *Nymphoides* Séguier (Menyanthaceae) from the lateritic plateau of South India. *Taiwania* 61(3): 218–220,
9. Josekutty E.J. P. Biju, P. Sujanal and Jomy Augustine, 2016. A new species of Annonaceae from southern Western Ghats, India. *Phytotaxa* 255 (3): 287-291.
10. Punnakot BIJU, Elayanihottathil Joseph JOSEKUTTY, Koolikkunnu Abdul Razak Muhammed HANEEF and Jomy AUGUSTINE, 2016. A new species of *Nymphoides* Séguier (Menyanthaceae) from the lateritic plateau of South India *Taiwania* 61(3): 218–220
11. Asymbiotic seed germination and in vitro conservation of *Coelogyne nervosa* A. Rich. an endemic orchid... Sonia Abraham, Jomy Augustine, T Dennis Thomas . *Physiology and Molecular Biology of Plants* 07/2012; 18(3):245-51.
12. Dual Inhibition of Lipoxigenase/Cyclooxygenase by An Ayurvedic Herb, *Tinospora cordifolia* (WILLD.); ... Prakash Kumar B, Jenny Jacob, Jomy Augustine
13. P. P. Shajitha, N. R. Dhanesh, P. J. Ebin, Laly Joseph, Aneesha Devassy, Reshma John, Jomy Augustine, Linu Mathew. 2016 Molecular Phylogeny of Balsams (Genus *Impatiens*) Based on ITS Regions of Nuclear Ribosomal DNA Implies Two Colonization Events in South India *Journal of Applied Biology & Biotechnology* Vol. 4 (06), pp. 001-009, Nov-Dec, 2016
14. P. P. Shajitha, N. R. Dhanesh, P. J. Ebin, Laly Joseph, Aneesha Devassy, Reshma John, Jomy Augustine, Linu Mathew. 2016. A combined chloroplast atpB-rbcL and trnL-F phylogeny unveils the ancestry of balsams (*Impatiens* spp.) in the Western Ghats of India *3 Biotech* (2016) 6:258

SEMINARS/WORKSHOPS CONDUCTED:

1. National Environmental Awareness Programme (NEAC) conducted on 7-10-2015

INVITED LECTURES CONDUCTED:

1. Dr. Amruth M. , Scientist, Kerala forest research Institute, Peechi, Kewrala, Inauguration of Botany association activities 2016
2. Dr. CR Babu, Director, CMDE, University of Delhi talk on Degraded Ecosystems.
3. Dr. M Sanjappa, Director (Rtd.), Botanical Survey of India, Calcutta, talk on the spectrum of plant diversity of India.

NEW DISCOVERIES:

1. *Strobilanthes malabarica* - *Journal of Plant Taxonomy and Geography*, 2016, *Nymphoides balakrishnani* - *International Journal of Advanced Research*, 2016, *Blyxa kasaragodensis* - *Journal of Plant Taxonomy and Geography*, 2016, *Miliusa paithalmalayana* – *Phytotaxa*, 2016, *Nymphoides palyii*- *Taiwania*, 2016 , *Lobelia malabarica* , *Eriocaulon cheemenianum*, *Isachne bhatii*, *Hydichium matthewii*, *Strobilanthes sainthomiana*,



Strobilanthes sainthomiana

DNA SEQUENCES DEPOSITED genbank

1. ATP synthase CFI beta subunit (atpB) gene, Atpb-rbcL intergenic spacer, Ribulose 1,5-biphosphate carboxylase (rbcL) Each with 88 accessions

POST GRADUATE AND RESEARCH DEPARTMENT OF BOTANY: Academic Audit 2017-18

Students enrollments at UG level:

Students admission at I UG reached its maximum – 48 students

Year	2017-18	Sanctioned strength
No. of students admitted	48	48

University Results 2017

Course	Total Admitted	Total Registered	Total Appeared	A	B	C	Total passed	%
MSc	12	12	12	1	10		11	92
BSc	36	36	30	9	4	2	15	50



Miss Reenu Antony receives gold coin from Principal



Neena A Angeline Cyriac Priyanka Joseph

University Ranks

1. Miss Reenu Antony II Rank MSc Botany 2017
2. Miss Priyanka Joseph 9th Rank MSc Botany 2017
3. Mr Jithu K Jose 1st Rank BSc Botany 2018
4. Ms Reenumol Sunny 5th Rank MSc Botany 2018

UGC/CSIR

1. Miss Angeline Cyriac CSIR 2017: 23th Rank
2. Miss Neena A. CSIR 2017: 66th Rank
3. Annie Xavier CSIR 2018, Anita Thomas UGC 2018



Contributions of the staff members to the development of the curriculum

Sri. Paul V. karamthanam PG Board of Studies, Maharajas College, Ernakulam

1. Dr. Jomy Augustine CC Member, N I P S T, MG Uty.
2. Dr. Jomy Augustine PG Board of Studies, FMN College, Kollam
3. Sri. Paul V. karamthanam, PG Board of Studies, MG University
4. Sri. Paul V. karamthanam, PG Board of Studies, SB College, Changanacherry

Research Scholar Joined:

1. Tiny Antony Dr. Jomy Augustine Phylogeny of Strobilanthes 2017
2. Angeline Cyriac Dr. Toji Thomas

COLLABORATIVE PROGRAMMES 2017-18

1. Biodiversity documentation of old teak plantations of Kerala (Kerala Forest Department) Kothamangalam Range.

Extension Programme undertaken

I. Conducted Photo-exhibition of Plants of Kerala at

1. New Man College, Thodupuzha. 19-6-2017; 2. Government College, Pattambi 14-2-2018
3. Government Victoria College, Palakkad 21-2-2018; 4. Guruvayurappan College, Calicut 2-2-2018
5. St. Josephs College, Devagiri, Calicut 2-3-2018;

II. Authentification of plant specimens



MSc students with Dr. Shaju Thomas, Mrs. Chethana V. and Dr. Jomy Augustine in teak plantation

SEMINAR/WORKSHOPS/CONFERENCES ATTENDED, 2017-2018

1. Dr. Jomy Augustine: The upstream vegetation of river Pampa, at Pampa symposium conducted by MG University on 19-5-2017 at Kottayam
2. Dr. Jomy Augustine Endemism of Western Ghats and the threat of Endemic Plants in the Training on Plant Taxonomy at IFGTB, Coimbatore, Tamil Nadu on 07-02-2018
3. Dr. Jomy Augustine paper Foliar characters of Strobilanthes in International Conference of IAAT, at Delhi University, on 9-11, November, 2017
4. Dr. Bince Mani participated and presented a paper in International Conference of IAAT, at Delhi University, on 9-11, Nov. 2017

FACULTY AS MEMBERS IN COMMITTEES, EDITORIAL BOARDS, PROFESSIONAL ORGANISATIONS:

1. Technical Support Group, Kerala State Biodiversity Board – PBR.
2. Expert member in Environment Appraisal Committee – Granite Quarry – Idukki District.
3. Member, Core Committee, National Institute of Plant Science Technology, Mahatma Gandhi University (U.O. No. 4321/AV/1/Acad/2016.
4. Expert in PA management plan by MoEF, Govt. of India.
5. Member, Governing Body, Periyar Tiger Conservation Foundation, Kerala Forest Department.

PUBLICATIONS IN JOURNALS:

1. E.J. Josekutty, P. Biju, J. Augustine, 2017. Notes on the extended distribution of two threatened species of strobilanthes blume (acanthaceae) in Kerala, India. *Journal of Threatened Taxa* 01/2017; 9(5):10236-10239.
2. P. Biju, E.J. Josekutty and A. Jomy 2017. *Eriocaulon albotetrandra*, a new species of Eriocaulaceae from the ponds in the lateritic plateau of Western Ghats, India. *Webbia*: DOI: 10.1080/00837792.2017.1404300



- P. Biju, E.J. Josekutty and A. Jomy 2017. A new remarkable species of *Dimeria* R. Br. (Poaceae, Panicoideae, andropogoneae) from the lateritic plateau of Northern Kerala, India. *International Journal of Advanced Research (IJAR)* 5(11): 705-711
- P. Biju, E.J. Josekutty and A. Jomy 2018 *Lagenandra cherupuzhaica* (Araceae), a new species from Kerala, India. *Ann. Bot. Fennici*. 55: 139-143.
- P. Biju, E.J. Josekutty and A. Jomy 2017. *Aponogeton undulates* Roxb. (Aponogetonaceae) a new addition to the flora of Kerala, India
- Bince Mani, Sinjumol Thomas, S. John Britto (2018). Two new species of *Impatiens* (Balsaminaceae) from the Western Ghats, India. *Phytotaxa* 334(3): 233-240.
- Sinjumol Thomas, Susai John Britto, Bince Mani (2017). First records of two Ginger Liliys *Hedychium* (Zingiberaceae) species from the Western Ghats, India. *Journal of Threatened Taxa* 9(11):10914-10919.
- John Britto, B. Mani, S. Thomas And S. Prabhu (2017) A new subspecies of *Celastrus* (Celastraceae) from the Palni hills of South India. *Taiwania* 62(3): 311-314.
- Thomas S, Mani B. (2017) Composition, antibacterial and anti-oxidant potentials of the essential oil of *Hedychium matthewii*. *Bangladesh J Pharmacol.* 2017; 12: 173-79.
- Mani B, Thomas S (2017) *Impatiens brittoi* (Balsaminaceae) a new species from the southern Western Ghats, India. *Nordic Journal of Botany.*
- E.J. Josekutty, P. Biju, J. Augustine, 2017. *Sonerila raghaviana* Ratheesh et al a new Distribution Record for Kerala, India. *International Journal of Current Advanced Research* 6(12): 7935-36

Research Projects

Hairy Root culture of *Gymneme sylvestris*, *Tylophora indica* for enhanced production of pharmaceutical compounds:
 P. Investigator : Dr. Toji Thomas
 DURATION : 2015-18
 Funding agency : KSCSTE
 Total fund : Rs.18,91,000

Seminars/Workshops conducted:

- Jaiyayathra – Journey to the core of Nature: Seminar cum Sasthrapatham Camp in association with Science Education Trust, Kottayam. 6-9 Sept. 2017.

Invited Lectures Conducted:

- Dr. CP Shaji - Fresh Water Fishes of Kerala: 5-9-1017
- Dr. P.S. Easa (Former Director, Kerala Forest Research Institute), Biodiversity of the Western Ghats: 6-9-2017
- Dr. Sony Scaria, Associate Professor, Department of Botany, SB College, Changanacherry: Ethics of Research. 21-11-2017
- Sri. CA Basheer - Ecotourism 8-9-1017

Invited lectures given:

- The upstream vegetation of river Pampa, talk given at Pampa symposium conducted by MG University on 19-5-2017 at Kottayam
- Dr. Jomy Augustine: The genus *Strobilanthes* in the Western Ghats, India. Invited talk given at St. Thomas /college, Thrissur on 21-6-2017
- Dr. Jomy Augustine: Plant endemics of Western Ghats, at State level seminar supported by KSCSTE, at SD College, Kanjirappally on 17-6-2017
- Dr. Jomy Augustine: Endemic habitats of Western Ghats, at State level seminar supported by KSCSTE, at Alphonsa College, Pala on 17-7-2017
- Dr. Jomy Augustine: Biodiversity potentials of Western Ghats, at National seminar funded by KSCSTE, at New Man College, Thodupuzha. 19-6-17
- Dr. Jomy Augustine: Endemic habitats of Western Ghats, invited talk given at National seminar – Impacts of Climate changes on Natural Resources supported by Directorate of Collegiate Education held at BJM Government College, Chavara, Kollam on 22 November 2017
- Dr. Jomy Augustine: Flowering Plant Diversity of Western Ghats and their Conservation, invited talk given at National seminar – Basics in Angiosperm Taxonomy supported by KSCSTE, at MES Asmabi College, Kodungallur on 23 November 2017.
- Dr. Jomy Augustine: Endemic habitats of Western Ghats, invited talk given at National seminar – Plant Taxonomy a Tool for Biodiversity Conservation supported by Directorate of Collegiate Education held at University College, Thiruvananthapuram on 15 December 2017
- Dr. Jomy Augustine: Conservation of Rare Medicinal Plants. Invited talk given at Workshop on Medicinal plant Taxonomy Cultivation and Conservation supported by State Medicinal Plant Board, held at Department of Botany, Kerala University on 12 December 2017.
- Dr. Jomy Augustine: Endemic habitats of Western Ghats, invited talk given at National seminar – Plant Taxonomy a Tool for Biodiversity Conservation supported by Directorate of Collegiate Education held at University College, Thiruvananthapuram on 15 December 2017
- Dr. Jomy Augustine: Conservation of Biodiversity Whose responsibility, invited talk given at National seminar "Emerging trends and challenges in Biodiversity Conservation" on 2nd March 2018 at St. Joseph's College, Devagiri, Kozhikkode.
- Dr. Jomy Augustine: Conservation of Nature, whose responsibility, invited talk given at National seminar "Biodiversity of Western Ghats" on 2nd February 2018 at Guruvayooappan College, Kozhikkode.
- Endemism of Western Ghats and the threat of Endemic Plants in the Training on Plant Taxonomy at IFGTB, Coimbatore, Tamil Nadu on 07-02-2018
- Dr. Jomy Augustine: Endemic habitats of Western Ghats, invited talk given at State level seminar supported by KSCSTE, at Alphonsa College, Pala on 8-2-2018

Consultation:

- Biodiversity assessment on the Vazhathara Granite Quarry site at Kootickal, Mundakkayam. (Hon. High Court Judgment in WP (C) 13769/2015 dated 17.08.2016.
- Biodiversity assessment on the following Granite Quarry sites
 - Mr. T. S. Jolly Thachiledath, Vadkode, Thodupuzha –
 - M/s Thomson Granite, Kodikkulam, Thodupuzha

Innovations :

- Nymphoides krishnakesare* var. *bispinosa*
- Dimeria kalliadense*
- Eriocaulon albotetrandra*

Best Practices

- One field work and project each year
 Survey for secondary forest in teak plantations (Kothamangalam Range) 2017-18
 Participants: MSc Botany Students
- Photo-Exhibitions of flowering plants of Kerala:
 - 5 exhibitions are conducted in 2017-18



- Strobilanthes jomyi*
- Lagenandra cherupuzhaica*

Future Plan

- Renovation of herbal garden with more plants and facilities.
- More class rooms with ICT facility
- More than 75% attendance for all students
- 100% pass in UG level.
- Departmental library
- Digital Herbarium and website for Flora of Kerala

DEPARTMENT OF ZOOLOGY

INTERNAL ACADEMIC AUDIT REPORT:2016-17

Department of zoology started in the year 1950. Presently the department is offering BSc Zoology Core and complementary courses and PhD (Biochemistry).

1. CURRICULAR ASPECTS

- Papers selected for open and elective courses were job oriented and provide necessary knowledge and skills to the students to independently run an apiary, vermin-composting unit, breed and maintain an ornamental fish farm, rear silk worms and produce cocoon, farming of rabbit, quail etc.
- All third year degree students were allowed to conduct an individual research project on different topics of their interest
- Dr. Benny P.J. is appointed as chairman, U.G. Board of studies in zoology, M.G. University from October 2017
- Mathew Thomas is appointed as member, U.G. Board of studies in Aquatic Biology, M.G. University from October 2017

2. TEACHING LEARNING & EVALUATION

- Entry Level Assessment - oral and objective type written examinations were conducted in the beginning of first semester for assessing the learning levels of the newly admitted students and based on its result, students were categorized as slow learners and advanced learners.
- Programmes for slow learners – Extra classes were conducted for slow learners either in morning (9-10 am) or in evening (4-5 pm).
- All class rooms were ICT enabled and all teachers are taking ICT enabled classes
- Printed lecture notes prepared by the staff are given at the very beginning of the course.
- The department monitors the performance through continuous assessment like class tests, midterm exams, term exams, model exams.
- Local biodiversity, especially birds from the Western Ghats, Butterflies and dragon flies from Meenachil area were documented by the department. Student's projects are designed in such away to accomplish the mission.
- Peer teaching - Research scholars actively engage classes in their areas of research to final year B.Sc students and share their knowledge and experience. Both the parties are benefitted
- All teachers are serving as mentors for all classes.
- Study tours were organized in the second and sixth semesters to create interest and enthusiasm in the topics
- Walk with Scholar Programme [WWS] was conducted for 6 academically brilliant students selected from 2016-17 batch

- Prof. Mathew Thomas received an award from MG University for the best NSS programme officer during 2016-17
- In 2016-17, of the 19 students appeared for the exam, 13 got pass mark for all the papers showing a final pass percentage of 68.4 with one A+ grade.

3. RESEARCH

- Though it is an under graduate department, the department is well contributing to the research activities of the college.
- Dr. P.J Benny is a research guide and produced 4 PhDs.
- One research scholar Mrs. Shelmy Antony has submitted her thesis on 5 October 2017
- Dr. Jayesh Antony has elected as a reviewer in three internationally reputed journals in 2017
- Eleven of our students have participated in various biodiversity studies which include Bird and Butterfly survey by Forest and Wildlife Department and the first Meenachil Dragonfly Survey by the Tropical Institute of Ecological Sciences in January and November 2017 respectively
- Two research papers were published in peer referred journals by the faculties of the department
- Four research papers were presented from the department in various National and International conferences conducted by various organizations

4. INFRA STRUCTURE AND LEARNING RESOURCES

- Zoology department has one class rooms, one museum/ class room and one general lab.
- One class room and the Lab are equipped with LCD projector.
- A new ultra short throw interactive projector was installed in the zoology Lab. The instrument was purchased using UGC grant and is very useful in delivering classes with power point presentations, videos etc. The instrument enables to record the drawing performed in each lecture for future use.

5. STUDENT SUPPORT & PROGRESSION

- Text books and laboratory records were issued to students from financially poor background completely free of cost.
- Financial assistance was offered to needy students to meet their expenses incurred in connection with the annual study tour. The aid is sufficient to meet the expenses of travel, food and accommodation
- An endowment was sponsored by a retired Professor of our department, Prof. K.K. Abraham Kokkat for three meritorious students selected from first, second and third years of Zoology program. The award amount is Rs.3000/-, Rs.2000/- and Rs.2000/- for I, II and III DC students respectively.
- 4 students were got admitted for higher studies in various reputed institutions.

- A study tour was conducted for III DC Zoology [2016-17] students to Kodaikanal, Munnar and Kochi for 3 days. Dr. Benny P J and Dr. Jayesh Antony accompanied the students. A field visit to Eravikulam National Park was part of the study tour. A visit to Mattupetty Dam and Indo-Swiss Dairy Farm, Munnar were added advantage to the trip.
- Our students have participated in various competitions and programmes and acquired prizes. Three of our students has presented posters in an international conference organized by the Dept. of Biochemistry, St. Thomas College, Palai in 2017.
- Eleven of our students have participated in various biodiversity studies which include Bird and Butterfly survey by Forest and Wildlife Department and the first Meenachil Dragonfly Survey by the Tropical Institute of Ecological Sciences in January and November 2017 respectively.

7. INSTITUTION VALUES&BEST PRACTICES

Weekly unit test, printed notes, ICT classes, time bound completion of syllabus, field visits and study tours, invited lectures, remedial classes and extra classes, walk with a scholar [WWS], career guidance, regularly conducting parent's meet, K.K.Abraham endowment (Rs.3000/-, Rs.2000/- &Rs.2000/-), training to maintain aquarium & aviary unit, biodiversity documentation, peer teaching by research scholars.

DEPARTMENT OF ZOOLOGY

INTERNAL ACADEMIC AUDIT REPORT: 2017 - 2018

Department of zoology started in the year 1950. Presently the department is offering BSc Zoology Core and complementary courses and PhD(Biochemistry).

1. CURRICULAR ASPECTS

- Papers selected for open and elective courses were job oriented and provide necessary knowledge and skills to the students to independently run an apiary, vermin-composting unit, breed and maintain an ornamental fish farm, rear silk worms and produce cocoon, farming of rabbit, quail etc.
- All third year degree students were allowed to conduct an individual research project on different topics of their interest
- Dr. Benny P.J. served as subject expert in the committees for selection and promotion of teachers in MG University in 2018
- An Add-on programme on "Breeding and Rearing of Aquarium Fishes" is started for 2018-2021 Batch

2. TEACHING LEARNING & EVALUATION

- Entry Level Assessment - An oral examination and objective type written examinations were conducted in the beginning of first semester for assessing the learning levels of the admitted students and based on its result, students were categorized as slow learners and advanced learners.
- Programmes for slow learners – Extra classes were conducted for slow learners either in morning (9-10 am) or in evening (4-5 pm).
- All class rooms were ICT enabled and all teachers are taking ICT enabled classes
- Printed lecture notes based on syllabus prepared by the staff are given at the very beginning of the course.
- The department monitors the performance through continuous assessment like class tests, midterm exams, term exams, model exams.
- Local biodiversity, especially birds from the Western Ghats, Butterflies and dragon flies from Mecnachil area were documented by the department. Student's projects are designed in such away to accomplish the mission.
- Peer teaching - Research scholars actively engage classes in their areas of research to final year B.Sc students and share their knowledge and experience. Both the parties are benefitted
- All teachers are serving as mentors for all classes.
- Study tours were organized in the second and sixth semesters to create interest and enthusiasm in the topics

- Dr. Benny P.J. has attended a 3 Day workshop on “Redesigning of Courses for Outcome Based Education” organised by the Kerala State Higher Education Council & MG University from 17-19 January 2018
- Dr. Jayesh Antony has delivered an invited talk in connection with the programme ‘PRAGMA’ in the Dept. of Zoology, Alphonsa College, Palai on 1st March 2018.
- 55.5% students were passed in 2017-18 batch with one A+ and three A grades respectively.

3. RESEARCH

- Though it is an under graduate department, the department is well contributing the research activities of the college.
- Dr. P.J Benny is a research guide and produced 4 PhDs.
- Two research scholars Mrs Asha Gangadharan & Mr. Tom K Mathew has submitted their thesis on 12 & 20 March 2018 respectively.
- Research scholars Mrs. Shelmy Antony & Mrs. Asha Gangadharan has successfully defended their thesis on 27 May 2018 & 21 November 2018 respectively
- PhD was awarded to one of the research scholar Mrs. Shelmy Antony under the guidance of Dr. P.J Benny in 2018.
- Prof. Mathew Thomas has completed his PhD on a full time basis in 2018 (under FDP scheme).
- Six research papers were published in peer referred journals by the faculties of the department and another one was under communication
- Two research papers were presented from the department in various National and International conferences conducted by various organizations

4. INFRA STRUCTURE AND LEARNING RESOURCES

- Zoology department has One class rooms, one museum/class room, and one general lab,
- One class room and lab. are equipped with LCD projector.
- A new ultra short throw interactive projector was installed in the zoology class room. The instrument was purchased using UGC grant and is very useful in delivering classes with power point presentations, videos etc. The instrument enables to record the drawing performed in each lecture for future use.

5. STUDENT SUPPORT & PROGRESSION

- Text books and laboratory records were issued to students from financially poor background completely free of cost.
- Financial assistance was offered to needy students to meet their expenses incurred in connection with the annual study tour. The aid is sufficient to meet the expenses of travel, food and accommodation

- An endowment was sponsored by a retired Professor of our department, Prof. K.K. Abraham Kokkat for three meritorious students selected from first, second and third years of Zoology program. The award amount is Rs.3000/-, Rs.2000/- and Rs.2000/- for I, II and III DC students respectively.
- One student from 2017-18 pass out batch, Bipin Chandrababu is placed as Lower division clerk in Kerala Government service in a pay scale of Rs.19000-49600/-
- 6 students were got admitted for higher studies in various reputed institutions.
- **Student-Retired teacher's interaction** - As part of foundation day celebrations of the college, an interactive session was arranged for our graduate students with the eminent retired faculties of the department. The meeting was very encouraging for the students as they could clear their doubts related to the curriculum. The experiences shared by the retired faculties were an added advantage to the meeting.
- Two students from 2017-18 III DC batch got second prize in poster making and quiz competitions organized by the Dept. of Botant, St.ThomasCollege,Palai as part of Word Ozone Day 2018.

7. INSTITUTION VALUES&BEST PRACTICES

Weekly unit test, printed notes, ICT classes, time bound completion of syllabus,field visits and study tours,invited lectures,remedial classes and extra classes,walk with a scholar [WWS],career guidance, regularly conducting parent's meet, K.K.Abraham endowment (Rs.3000/-, Rs.2000/- & Rs.2000/-), training to maintainaquarium & aviary unit, biodiversity documentation, peer teaching by research scholars.

ACTIVITY REPORTS 2016-17 AND 2017-18
DEPARTMENT OF ECONOMICS

1. CURRICULAR ASPECTS

- Faculty as members of board of studies

Participation in Board of studies by faculty

Year	UG	PG
2016-17	Dr. Biju K C	Prof. Joseph J Mattam
2017-18	Prof. Jiji Jacob	Prof. Alan Zacharia

2. TEACHING, LEARNING AND EVALUATION

- Percentage of final year students passed the University examination

Year	Programme name	No. of students appeared in the final year exam	No. of students passed in the final year exam	Pass percentage
2015-16	B.A.	49	28	57.14
	M.A.	23	18	78.26
2016-17	B.A.	47	32	68.08
	M.A.	24	19	79.16
2017-18	B.A.	50	40	80
	M.A.	24	17	70.83

- Rank holders
- MA Examination - 2014-16 Batch

Name	Position
Gayathri Paul	II
Imajo M Kaviyan	III
Sojo John	IV
Anamika N S	V
Chippymol C S	VIII
Amal Phillip	X

2015-15 batch

Year	Name	Programme	Position
2016-17	DIANA JOSEPH	MA	I
	SHERIN GEORGE	MA	II

- UG Rank Holders

Year	Name	Programme	Position
2016-17	SACHIN SHAJI	B.A.	I
	AJITH JOHN	B.A.	III

3. RESEARCH CONTRIBUTIONS

- Prof. Joben K Antony presented a paper on “**Sustainable Agricultural development and Organic farming in Wayanad district**” in an international conference held at Kochi organised by university of Wisconsin ,Parkside USA , Ostfalia University, Germany and M.G University, Kottayam.
- Prof. Joben K Antony has also presented a paper on “**Sustainable agriculture through organic farming : A study of Wayanad district of Kerala**” at Multi disciplinary International conference on Green Economy and Environmental Sustainability , Organized by Dept of economics, Al Ameen college Edathala Aluva from Jan 18_19, 2018
- Prof. Roberse Thomas has attended a 10 day workshop on “**Indian Economy and Economic survey**” organized by the Ministry of Finance, held at IIT, Delhi on June 9 – 20 , 2017.
- Prof. Roberse Thomas has presented a paper titled “**Behavioural Aspects of demonetization**” in a National Seminar conducted by Government College, Nattakam.

Books Published -

- Dr. BIJU K.C. published a book titled. – “Micro Finance & Poverty Alleviation: Evidences from Kerala, India”, Lambert Academic Publishing, Germany (2016).

Papers published

Dr. BIJU K.C.

- “Micro Finance Initiatives of the Government and NGOs in Kerala: An Impact Assessment”, Southern Economist, Vol. 55, No. 12, October 15, 2016
Invited Talks-
- Dr. Biju K.C. delivered a lecture on “GST in India: Intentions and Implications”, at S.V.R.N.S.S. College, Vazhoor on 08/02/17.

Prof. Joben K Antony –

- National workshop on Research Methodology in social sciences organised by Association of Indian universities New Delhi held at Punjab University Chandigarh from 6-12 August 2016.
- 3Day workshop on Research Methodology in social science held at Sree Sankara College, Kalady from 7-9 December 2016.

Papers presented –

- Presented a paper in the International Conference on Triple Bottomline Sustainability organised by DePaul University Chicago and DePaul institute of science and technology, Angamaly from 19-20 December 2016.
- Prof. Joben K Antony presented a paper on “Sustainable Agricultural development and Organic farming in Wayanad district” in an international conference held at Kochi organised by university of Wisconsin ,Parkside USA , Ostfalia University, Germany and M.G University, Kottayam.
- Prof. Joben K Antony has also presented a paper on “Sustainable agriculture through organic farming : A study of Wayanad district of Kerala” at Multi disciplinary International conference on Green Economy and Environmental Sustainability , Organized by Dept of economics, Al Ameen college Edathala Aluva from Jan 18_19, 2018

Prof. Roberse Thomas

- Prof. Roberse Thomas has attended a 10 day workshop on “**Indian Economy and Economic survey**” organized by the Ministry of Finance, held at IIT, Delhi on June 9 – 20 , 2017.
- Prof. Roberse Thomas has presented a paper titled “**Behavioural Aspects of demonetization**” in a National Seminar conducted by Government College, Nattakam.

SEMINARS/LECTURES CONDUCTED

- One day state seminar on “*Demonetisation 2016: Dynamics & Ramifications*” was organized on 22nd February 2017. Dr .P.C. Cyriac (Former Additional Chief Secretary, Tamil Nadu) was the chief Guest.
- Lecture series – “*Goods and Service Tax 2016*” was organised on 7th September 2016. Sri. T.C. Mathew (senior Associate Editor, Deepika Daily) was the guest of honour.
- Lecture on “*Demonetisation: Intentions and implications*” was delivered by Prof. Alan Zacharia on 10th October 2016.
- Dr. P.J. Thomas Centre for Social Science Research organized a lecture on “*Economic history and the Polity in Medieval Kerala*”, delivered by Rev. Dr. Pius Malekkandathil (Professor, Delhi University) on 14 December 2016.
- Union Budget Analysis and competition for students were also conducted on 3rd February 2017. Sri. Tom Thomas Thekkel (AGM, Federal bank, Pala) was the guest of honour.

- State Budget Analysis was organized on 6th March 2017. The lecture was delivered by Prof. Roberse Thomas and Prof. Trace Benny.
- One day state seminar on “*GST and Centre – State Relations in India*” was organized in association with Dr. P.J. Thomas Centre for Social Sciences Research. The function formally inaugurated by **Sri. Aneish P Rajan IRS**, Joint commissioner, GST central taxes and customs, Trivandrum on 12th February 2018.
- The *Golden Jubilee Celebrations* of PG Department of Economics was inaugurated by Sri. K. P. Fabian, IFS, Former Indian Ambassador and delivered a lecture on “*India’s Foreign Policy*” on October 30th 2017.
- Union Budget analysis was organized on 14th February 2018. Prof. Roberse Thomas and Prof. Trace Benny were the chief resource persons.
- A talk on *GST and its impact on Common Man* was organized on 21st February 2018. Sri. Jose C Mathew (Tax Consultant) was the resource person.

4. STUDENTS WELFARE PROGRAMMES, CAREER GUIDANCE

- A career orientation programme was organized on 27th June 2016. Prof. Tomy Cherian inaugurated the programme and led the class.
- A Skill Enhancement Programme was organised for I DC students of Economics on 22nd September 2016. Sri. Jose K.C. (Certified Language Trainer) was the resource person. This programme is intended to enhance the communication skills of the students in English.
- Women’s Day Celebration by Faculty and Students was arranged on 8th March 2017.

5. OUTREACH PROGRAMMES

- A visit to **Shalom DCMR Special School, Puliyanoor** by all faculties and students was organized on 15th July 2016.

6. STUDENT SUPPORT AND PROGRESSION

- Inauguration of Economics Association was conducted on 10th September 2016. Dr. A. Jose (Member Syndicate, MG University Kottayam) formally inaugurated the function.
- Economics Association was formally inaugurated by Prof. E. S. Joseph (former HOD) on 10th November 2017.
- An Inter Collegiate Economic Fest was conducted on 28th February 2018. Film Artist *Anjali Nair* was the chief Guest.
- A discussion on **Demonetization after one year** was conducted by the Department on 10th November 2017.
- An Inter departmental paper presentations on “**GST and Centre- state relations in India**” in association with Dr. P.J. Thomas Centre for Social Sciences Research was conducted on 12th February 2018. The session was chaired by **Dr. Stany Thomas**, Department of Political Science.
- Budget Presentation Competition for students was organized on 14th February 2018.

Student Achievements

NET/ JRF WINNERS

Sl No	Name of the Student	Year of study	Month, Year of passing	NET /JRF
1	Gayatri Paul	2014-16	June 2016	NET
2	Anamika N S	2014-16	June 2016	NET
3	Josemon Joy	2014-16	June 2016	NET
4	Imajo M Kaviyan	2014-16	Nov.2017	NET
5	Sojo John	2014-16	Nov.2017	NET
6	Sherin George	2015-17	Nov.2017	NET
7	Reshma Suresh Pullattu	2015-17	July 2018	NET

WINNERS IN INTER-COLLEIGIATE COMPETITIONS

Sl. No	Name of the Event	2015-16	2016-17	2017-18
1	DEBATE	4	5	14
2	QUIZ	4	6	1
3	PAPER PRESENTATION	1	1	4
4	ELOCUTION	1	4	2
5	TREASURE HUNT			3
6	WORKSHOP		1	2
7	ARTS	1	6	3
8	SPORTS	1	1	

PARTICIPATION IN NATIONAL AND INTERNATIONAL SEMINARS / CONFERENCES/ WORKSHOPS

- EMILDA GEORGE
- ALAN SEEMON
- THOMAS J PHILIP

6. INNOVATIONS AND BEST PRACTICES

- A WATCH LIVE UNION BUDGET – 2017-18 was organized by the Department in the Auditorium on 01/02/2017.

OTHER DEPARTMENTAL ACTIVITIES

- Department also organised Christmas Celebration on 17th December 2016.
- Department of Economics celebrated **MERIT DAY** on 23rd March 2017. Dr Sunny Joseph, principal of the College was the chief guest and distributed the mementos to the University toppers and NET qualifiers.
- The function of releasing socio – economic survey report was conducted on 23rd March 2017. Dr. Sunny Joseph, principal of the college released the report. The survey was undertaken by the department in Pazhukkakanam tribal hamlet in Moonnilavu Panchayat on 3rd September 2015.

Department of Political Science St. Thomas College, Palai

A Brief Profile:

The Research and Post Graduate Department of Political Science is one of the premier departments in the state of Kerala. It has brought enlightenment and broadened the academic and cultural sphere of all who have ventured to step into its premises. The department has set a glorious record of enviable achievements both in curricular and co-curricular activities.

Year of Establishment	1950
Beginning of intermediate Course	1950
Beginning of U.G. Course	1955
Beginning of P.G. Course	1959
Recognized as a Research Department	1986

Report as per Seven Criteria:

1. CURRICULAR ASPECTS

Dr. George Varghese and Tinchu P James – P.G. Board of Studies, M.G. University

Dr. Shajimon K Mathews - P.G. Board of Studies, Kannur University.

Dr. Shajimon K Mathews – Member, Academic Council, M. G. University

2. TEACHING, LEARNING & EVALUATION

- ICT Methods in III DC and PG classes
- Smart Class Room- III DC
- Invited Lectures - 13
- Faculty as participants in workshops/seminars/ conferences - 22
- UGC NET coaching for PG students
- Invited lectures for the promotion of ethics and human values. UGC has sponsored Rs. 100000/-.
- Foundation Course on Human Rights. UGC granted Rs. 250000/-.
-

3. RESEARCH, CONSULTANCY AND EXTENSION

- Research Guides- 4
- Ph.D. Holders in the Department- 4
- Research Scholars-16
- Refresher Course - 2
- Publications by the faculty in peer reviewed national/ international journals- 5
- **Invited Lectures –13**
- **Details of activities: 2016-2017**

Title of the conference / Seminar	Topic	Sponsoring agency	Dates
Dr. Sanal Mohan Anish R.	Contemporary Politics and Questions of Ethical Citizenship	DO	12-8- 2016
Shri. Sunny M Kapikad, Dalit scholar and writer	. -Critical reflections on recent concerns in Indian nationalism: A Dalit perspective	DO	30-9-2016
Dr. Vijesh TP, Asst. Prof, NSS College Ottapalam	-Nationalism, religion & politics in India: contemporary debates	DO	30-9-2016
Bennyamin (Writer)	-Migration and Malayali Diaspora	DO	27-10-2016

SajiMarkose	-No Human is Illegal	DO	27-10-2016
Dr. Ligimol P Jacob Asst. Prof., School of Journalism and Communication, M.G. University	Forth Estate and Human Rights	DO	2-11-2016
SheetalSyam (LGBT Activist) & Dr. JijoKuriakose (Queerla	Redefining Gender Notions of Sexuality, Sexual Orientation and Gender Identity	DO	30 - 01 - 2017
Prof. M. T. Tharian Endowment Lecture 2017: Shri. K.M. Mani M.L.A	Union Budget, Demonetizations and the Impact on Cooperative Sector	DO	16 – 02 - 2017
IromSharmilaChanu	Interaction with Student Community: ASPSA and Civil Rights	DO	23 - 03 - 2017

➤ **Details of activities: 2017-2018**

Title of the conference / Seminar	Topic	Sponsoring agency	Dates
C R Neelakandan	Politics of Environment		05-06- 2017

Dr. K. K. Jose	Political Values: An Analysis		05-12-2017
Dr. Cyriac Thomas (Former vice-chancellor , M G University & Former member – Minority Commission for Educational Institutions, Govt. of India)	CULTURAL DECLINE IN THE CONTEMPORARY SOCIETY		15-03-2018

4. INFRASTRUCTURE & LEARNING RESOURCES

- Smart Class Room- III DC
- ICT Methods in III DC and PG classes- interactive board, green board, LCD projector, projection screens and broadband connection

5. STUDENT SUPPORT AND PROGRESSION

- Endowment scholarships and cash awards instituted by the department- 4
- University Ranks -5
- **University Examination Result**

Year	Students Enrolled(UG)	Pass Percentage (UG)	Students Enrolled(PG)	Pass Percentage(PG)
2016-17	49	22.4 Political Science (89.5)	24	87.5

2017-18	43	48.8 Political Science (95)	23	78.3
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- **List of Research Scholars -- Awarded PhD (2016 - 17) from the department: 3**

Name	Topic	Guide	Year
Jobin T Johney	<i>"Empowerment and Development in the LakshamVeedu Colonies of Kerala: A case study of Kottayam District".</i>	Dr.Stany Thomas	2016
Manoj Kumar	<i>"The Politics of Environmental Governance – A Case Study of Western Ghats Region of Idukki District"</i>	Dr.Stany Thomas	2016
Madhusudhanan B	<i>Government to Business Interaction Through E Governance in Kerala</i>	Dr. P M Thomas	2016

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- **List of Research Scholars –Submitted Thesis and Awaiting Results (2017 - 18)from the department: 3**

Name	Topic	Guide	Year
Roy Mathew	<i>"The Politics Of Rural Development: A Case Study Of The Mahatma Gandhi National</i>	Dr.Stany Thomas	2017

	<i>Rural Employment Guarantee Scheme (Mgnregs) In Kottayam District</i>		
SheejaKuriyakose	<i>"Linguistic Reorganisation Of States In India: Safeguards And Issues Of Tamil Linguistic Minorities In Palakkad District".</i>	Dr.Stany Thomas	2018
Mariyamma Mathew	<i>"Institutional Initiatives for Socio-Economic Development: A Study on Environmental Challenges in Kerala with Special Reference to Alappuzha"</i>	Dr. MMMathew	2017

- UGC NET Holders- 3:
- Jayakrishnan R
- Nithin Jose
- IbinMani

6. GOVERNANCE AND LEADERSHIP

- Regular meeting of the faculty at department level
- Participation in orientation /refresher courses-

7. INNOVATIVE PRACTICES

- Invited Lectures on Contemporary Social Issues
- UGC sponsored invited lectures for the promotion of ethics and human values.
- Foundation Course on Human Rights
- Soft skill training

ST THOMAS COLLEGE, PALAI

DEPARTMENT OF HISTORY

ANNUAL REPORT 2016-2017

The Department of History has come across with a handful of successful achievements in the academic year 2016-2017 in all its spheres. The students and teachers marked their excellence through various activities which bolstered the prestige and pride of the institution as well as the *alma mater*. A panoramic description of the activities are described the following. Invited talk on *Economic history and the polity in Medieval Kerala* organized by Dr. P.J Thomas Centre for Social Sciences Research in collaboration with other Institutions, vocational-job training in Archaeology and Museology for the final year Degree students at the Centre for Heritage Studies(CHS), Hill Palace Museum, Tripunithura annually, Public awareness and mob sensitizing programmes in association with Palai Heritage Forum are some of the notable events of this year. The memorandum with CHS is renewed annually. Invited talk on *Importance of Environmental Conservation and Indian Tradition*, Invited talk on *Economic history and the polity in Medieval Kerala* organized by Dr. P.J Thomas Centre for Social Sciences Research in collaboration with other Institutions, Public awareness and mob sensitizing programmes in association with Palai Heritage Forum are some other notable events of this year.

Research Guideships, Adjudication works & Examination Board Activities of Dr.James John, Paper presentations of Dr.James John & Dr. Cyriac Jose, Workshops and invited talks conducted or attended by Dr. James John and Prof. Cyriac Jose, Memberships in professional academic bodies by Dr. James John (like IRISH, ICHR, Church History Association of India etc.) ;and Dr Cyriac Jose(Society of South Asian Archaeology [SOSA]) are the further achievements of the Department. The Department is academically blessed with the visit of a number of scholars including Dr K.S Mathew, Prof.Mathew Vannisseri, Dr.Pius Malekandathil and so on. Dr Cyriac Jose and students has participated in the Archaeological Exploration at Alattuchira, Ernakulam in a one day Field survey in the Kalikavu area near Kuravilangad, Kottayam.

Teachers were appointed for completing Admission procedures of the year. Department has surveyed a feedback and evaluation Performance in order to check its own

excellence. Work Book of teachers in the department had set up. Class Tutors were appointed in the beginning of the academic year. Organized field works and study tours. Sophisticated the Department library, which consist of 98 books as of now, and the Heritage Museum. Facilitates a complete list of history books in the college library exclusively for students. Maintains Chronicles of each class to record their programmes as well to generate the talent of historical enquiry. Conducts a second season of NET coaching for paper I for all streams from various colleges across the state. Continuous interactive sessions with parents through PTA meetings. Proper functioning of Leave submission for sanctioning formal leaves. Free counseling services on every Thursdays. Association inauguration and corresponding function were also conducted.

STUDY TOURS: Muziris Heritage sites, Study tour programme to Delhi and Agra, Museums like Folklore Museum Thevara, Indo-Portuguese Museum, Southern Naval Command Maritime Museum, Fort Cochin and Dutch Palace Museum, Mattancherry are the historically important sites visited by the students.

Thus, the Department made a successful yet experimental academic journey in the year 2016-2017.

ST THOMAS COLLEGE, PALAI

DEPARTMENT OF HISTORY

ANNUAL REPORT 2017-2018

The Department of History has come across with a handful of successful achievements in the academic year 2017-2018 in all its spheres. The students and teachers marked their excellence through various activities which bolstered the prestige and pride of the institution as well as the *alma mater*. A panoramic description of the activities are described the following.

The Department has wonderfully done a bunch of great and triumphant academic experiments in the year 2017-2018, as it always. One of the most esteemed programme was conducted by the Archaeology sect, a spin-off of the Department. The Ten days 'On the Job Training Programme' in Archaeology and Museology is given to III DC students at the Centre for Historical Studies, Hill Palace Museum, Thripunithura in collaboration with Centre for Heritage Studies, Department of Cultural Affairs, Govt. of Kerala from 7th to 17th June 2017. The Department has also organised a UGC Net Coaching for Paper I for various departments from various institutions across the state. Field oriented classes and training Programme for Archaeology and Museology students were also conducted. The Department is also notable for its successful raising of a Heritage Museum in full participation of the students as well as the teachers.

The Department has also thrived hard to enhance the potentiality and capability of the teachers, it has done its best to upgrade the quality of the faculty by recognizing the importance of developing discourse. The participation of Dr. Cyriac Jose in the UGC Sponsored Refresher Course in Human Rights (Interdisciplinary) conducted by the UGC-Human Resource Development Centre, University of Kerala, Trivandrum from 13th June to 3rd July 2017 is an exemplar for this. Dr. C.C. Joseph, Faculty of Christ University Bangalore, had visited the department and delivered a talk on *Developments in Annals Historiography* on 17th October 2017. This offered a good academic session to its members. Similarly, Dr. James John and Mr. Manesh Varghese John have participated in the regional seminar on *The Last Sixty Years of Kerala: History and Culture* organized by the Postgraduate Department of History, Henry Baker College, Melukavu on 20th November 2017. He has also participated in the *Annual Workshop on The Changing Parameters of*

Quality Assessment in Higher Education held at TKM College for Arts and Science, Kollam on 25 November 2017. Dr. Cyriac Jose has also participated in the *International Workshop on Remote Sensing and Geographical Information System in Archaeology* conducted by the Department of Archaeology, University of Kerala, Trivandrum during 01-07 December 2017. Mr Manesh Varghese John presented a paper in the ICSSR sponsored National Seminar on *Miscegenation and Anthrophobia* in Idukki District; a Historic Discourse held at Newman College, Thodupuzha on 16th and 17th January 2018.

Another estimable outcome of this year was that, Dr Cyriac Jose had submitted his PhD thesis on *Cultural Landscape and Architecture of Medieval Churches of Kerala* on 18th April 2017 and was awarded the degree on 03rd January 2018 from Deccan College Post Graduate and Research Institute, Pune. Dr. James John presented a research paper on the "Status of the Nazrani Women and the Portuguese during the Sixteenth Century Malabar" in the International Seminar on *St. Thomas Christians through the Ages: a Historiographical Approach* held at Mannanam from 30th January to 1st February 2018.

P.G Department of History had organized a one day International Seminar on *The Portuguese in the Indian Ocean Regions with Special Reference to the Malabar Coast (1500-1663)* on 2nd February 2018. Inauguration was conducted by Very Rev. Dr. Joseph Kollamparampil (Pro- Manager, St. Thomas College, Palai. The Key- not Address by Prof.Dr. K.S. Mathew (Former Professor &HoD of History, Pondicherry Uty.). Section I was monitored by Dr.Vitor Luis Gaspar Rodrigues (The Fortress of Cranganor 1501- 1662), Dr. Tiago Castro (The Services of Joao delaCamara, Master-gunner of the Portuguese State of India 1506- 1522), Dr. Alexandra Pelucia (Portuguese Warfare along the Malabar Coast: Onset and Rise of a Maritime Seizure System). And the Session II was done by Dr. Manuel Lobtao (From Indian to India: Portuguese Shipping in South Asian Waters), Dr. Pius Malekandathil(The Portuguese and the Socio-cultural Changes in the Ocean Regions 1500-1663), Dr. James John (The Portuguese and the Position of Women in Malabar during 16th Century), Dr. Jose Varandas (The Greek Campaigns in India (321- 325 B.C.): The Impacts in the West). Dr James John has also presented a research article on the "Portuguese and the Position of Women in Malabar during 16th Century" in the International Seminar on *The Portuguese in the Indian Ocean Regions with Special Reference to the Malabar Coast (1500-1663)* held at St. Thomas College, Palai on 2nd February 2018. While Dr. Cyriac Jose and Mr. Manesh Varghese John have participated in the above mentioned International Seminar. Dr. Cyriac Jose presented a research paper on *The Cultural Heritage of Kerala with Special*

Reference to Archaeological Sources in the National Seminar on Cultural Heritage of Kerala held at K.E College, Mannanam on 20th March 2018.

The faculty of the Department has also raised its academic splendor by publishing various research papers. The details are given below; Dr. James John, "A Historical Survey of the Local Rulers of Poonjar" in *Mirror*, Vol.7, No. 3A, December 2017, pp. 158-163. Cyriac Jose and R.K Mohanty.2017. Antiquity of Christianity in India with special reference of South Central Kerala in *Heritage: Multidisciplinary Studies in Archaeology*, 5:100-139. Cyriac Jose.2018. Mural Art: Recent findings and Interpretations on Church Murals in the South Central Kerala, *Sahapedia online Journal* (Accepted).

STUDY TOURS: II M.A. History students visited Delhi and Agra as part of their study tour under the guidance of Dr. James John and Ms. Sreelakshmi Radhakrishnan from 18th to 26th February 2018. This had offered them a novel experience of learning and historical acknowledgement. And, III DC Vocational History students had gone for a study tour to the World Heritage Sites in Old Goa under the guidance of Dr. Cyriac Jose from 19th to 22nd January 2018. Muziris Heritage sites, Museums like Folklore Museum Thevara, Indo-Portuguese Museum, Southern Naval Command Maritime Museum, Fort Cochin and Dutch Palace Museum, Mattancherry are the historically important sites visited by the students.

SPORTS: Mr. Sreeharik.k III DC History selected as the best libero both in the national and south zone Inter University volleyball championship conducted in St Thomas college Palai from 2nd December to 12th December 2017.

Teachers were appointed for completing Admission procedures of the year. Department has surveyed a feedback and evaluation Performance in order to check its own excellence. Work Book of teachers in the department had set up. Class Tutors were appointed in the beginning of the academic year. Organized field works and study tours. Sophisticated the Department library, which consist of 98 books as of now, and the Heritage Museum. Facilitates a complete list of history books in the college library exclusively for students. Maintains Chronicles of each class, to record their programmes as well to generate the talent of historical enquiry. Conducts a second season of NET coaching for paper I for all streams from various colleges across the state. Continuous interactive sessions with parents through PTA meetings. Proper functioning of Leave submission for sanctioning formal leaves. Free counseling services on every Thursdays.

Department of History has organized an extension programme at Meenachil Aided L.P School, Meenachil on 03rd October 2017. All students of the department of history along with the faculty members has participated in the programme. The highlights of the programme are; Students collect books from various classes and created a reading corner in each classes, Subscription of 'Digest' to each classes for the academic year 2017-18, Subscription of the newspaper '*Times of India*' to the school reading room for the academic year 2017-18, Cleaning of School premises, Students constructed *Jaiva Vaividya Park* in recommendation of the Education department, Govt. of Kerala for schools, Curriculum based classes and Recreational activities, Enjoying lunch with the students.

Thus, the Department made a successful yet experimental academic journey in the year 2017-2018.

7 Criteria Executive Summary 2016-2017

Criteria	Details	
Criteria 1 Curricular Aspects	1.1.1. Programmes Offered: <ul style="list-style-type: none">PhD (1998) M.Com (1981), B.Com (1961), Add-on Course (2012), CA-CPT (2013-2016)	
	1.1.3 Membership in BOS/Council <ul style="list-style-type: none">Dr. Sunny Joseph - Chairman PG Board of Commerce, MG UniversityHosted PGCSS M.Com Syllabus Revision Workshop 2016. All Faculty Members participated in the Workshop.Faculty members in Exam Board of Autonomous Colleges	
	1.2.2 Elective Course: M.Com - Finance , B.Com - Finance & Taxation	
	1.2.3 Add-on Course <ul style="list-style-type: none">UGC-Sponsored Add-on Programme "Financial Accounting Using Tally: No. of Students Enrolled: 27, Passed: 8, Percentage of Pass: 30CA-CPT Coaching: No. of Students enrolled: 10, Passed: 6, pass percentage 60	
	1.3.1(b) Departmental Association <ul style="list-style-type: none">Commerce Forum: All Departmental Activities including ComArena, ComAvid, ComNox, Celebrations, Seminars/ Workshop are organised under the auspices of Commerce Forum.	
	1.4.1 Feedback: Collected feedback on Curriculum from students and parents	
	2.1.2 Average Enrolment: <ul style="list-style-type: none">B.Com: Sanctioned Strength - 50, Marginal Increase - 10, No. of Students admitted: I Year - 59, II Year - 62, III Year - 60, M.Com: Sanctioned Strength: 15, Marginal Increase: 3, No. of Students admitted: I Year - 19, II Year - 18. PhD: No. of Students Admitted: 30.	
	2.1.3 Average percentage of seats filled against seats reserved for various categories: <ul style="list-style-type: none">B.Com: 25.42%, No. of Students in reserved categories (SC: 8, ST: 2, OBC: 5, General: 43, Others: 1), M.Com: 26.31% No. of Students in reserved categories (SC: 3, ST: 1, OBC: 1, General: 13, Others: 1).	
	2.2.1 Entry Level Assessment: Entry level examination for UG	
	2.2.2 Student- Teacher Ratio: 27:1	
Criteria 2 Teaching, Learning & Evaluation	2.3.1 Student Centric Methods in Teaching Learning: Industrial Visits & Interactions, Research Club	
	2.3.2 Use of ICT <ul style="list-style-type: none">100% Teachers using ICT Facilities, 5 Portable Projectors, 100% Teachers having personal laptops. Total No. of Hours Used: 1590.	
	2.3.3 Mentoring <ul style="list-style-type: none">Mentor: I B.Com - Prof. James Varghese & Prof. K. V. John, II B. Com - Dr. Babu Jose & Prof. Jinu Mathew, III B. Com - Dr. Tejil Thomas & Dr. Sunny Joseph, I M. Com - Prof. Bobby Simon, II M.Com - Prof. Binoy Chacko	
	2.3.4 Innovation and Creativity in Teaching: Peer Teaching and Cross Teaching	
	2.4.4 Teacher Quality: <ul style="list-style-type: none">Permanent Faculty - 8, Asso. Professors - 2, Asst. Professors - 6, Faculty with PhD - 3, Faculty with M.Phil - 2, Faculty pursuing PhD - 4	
	2.6.3 Pass Percentage: B.Com: 77.20%, M.Com: 83.33%	
	Criteria 3 Research, Consultancy & Extension	3.1.1 Research Projects: Research Projects Submitted: 2 (UGC Minor)
		3.1.2 Research Guidance & Guides: Research Guides: 5, No. of Research Scholars Admitted: 2
		3.1.3 Dissertation: No. of UG Projects: 20, No. of PG Projects: 18, No. of Project Guides: 7
		3.2.2 (b) Seminars/Workshops Organised: No. of Seminars/Workshops/Invited Talks organised: 12

Criteria 3

3.3.3 PhD Awarded: 1

3.3.4 Research Papers Published: 2

3.3.5 (a) Books Published: 1

Criteria 4**Infrastructure and Learning Resources****4.1.1 Physical Facilities:**

- Hall: 1 (Separable), Classrooms: 5, Green Boards: 5, Desks: 63, Benches: 62, LCD Projectors: 6, Wooden Chairs: 44, Tables: 11, Plastic Chairs: 20, Ceiling Fans: 21, Pedestal Fan: 2, Cupboard Table: 3, Other Table: 41, Platform: 1, Cupboard (big): 4, Cupboard (Small): 2, Bookshelf: 1, Locker: 1, Book stand: 1, Side stand for books: 9, Teapoy: 1, Computer Tables: 4, Teaching Stand: 5, Water Dispensers: 2, Laptop: 2, Desktop: 2, Bucket and Mug set: 2, Dust bin: 8, Public Address System: 1, Buzzer for conducting Quiz: 1, Printers: 2, Display Boards: 7, Curtain Set: 14, Clock: 7, UPS: 3, Projector Screens: 2, OH Projector: 1, Tube Lights: 11, Key holder: 1, Induction Cooker: 1, Crockery Stand: 1, Dinner Set: 1, Tea Set: 2, Glass: 9, Modem: 1, Loud Speakers: 6.

4.2.4 Library Books

- Books Purchased: Up to 2009: 5120, 2009-2015: **848 (₹3,69,822)**, 2015-2016: **3 (₹2268)**, 2016-2017: **3 (₹3000)**, **Total Number of Books: 5974**

5.1.1 Scholarships & Freeships:

- No. of Students: FC: 14, KPCR: 41, OBC: 11, OEC: 5, SC: 32, SEBC: 2, ST: 9

5.2.1 Student Placements:

- Number of Students placed: B. Com: 6 (Avg. Salary: 2.1 Lakhs)

5.2.2 Student Progression: Higher Studies - B.Com: 8 (13%), M. Com: 2 (13.33%)

5.2.3 Students Qualified Competitive Examinations: NET: 6

5.3.2 Student Achievements:

- Intercollegiate Fests: No. of First Prizes: 11, No. of Second Prizes: 4, **Total Prize Money: ₹3,60,500**

5.3.3 Activities / Competitions

- **ComArena**: 10th Edition with 10 Events, Total Budget: ₹6,00,000, Prize Money: ₹1,50,000, Participation: 700 students from 55 Colleges and 27 Schools.
- Bizthom Quiz Club, ComNox

6.1.2 Teachers' Membership in Decision Making Bodies:

- Dr. Sunny Joseph - Principal, Secretary to Managing Board, K.V. John - HOD, Staff Council Member, Construction Committee Member, Bobby Simon - Construction Committee Member, Dr. Babu Jose - Construction Committee Member

6.3.1 Welfare Scheme Offered by Staff Cooperative Society

- Cash Credit Availed by Faculty members: ₹31,00,000, Loan Availed: ₹21,50,000

6.3.4 Professional Development Programmes Attended by the Faculty Members:

- Orientation Programme 01.09.2016: 1 (FLAIR), Induction Training Programme on 06-08/10/2016: 1 (FLAIR), Training (FLAIR) on 18-19/11/2016: 1, UGC- Refresher Course: 1

6.4.2 Funds Received from Non-Governmental Agencies

- **ComArena 10.0**: LIC Kottayam: ₹1,00,000 (Title Sponsorship), Prize Money Sponsored: ₹1,50,000, Coupon Collection & Advertisements: ₹4,01,977
- **Restone Initiative**: Mamparampil Industries: ₹6,000

7.2.1 Best Practices

- SSSS (Student Self Support Scheme), PTSA (Parent Teacher Student Association)

7.3.1 Departmental Distinctiveness

- **Centre for Academic Social Responsibility (CASR) & Restone** (Distributed 210 cloth carry bags made of used shirts in 2016-17)
- **Blood Donors' Forum** (145 students in 2016-17 from the department donated blood)
- **Mission Arogya**: Financial aid, for medical purpose of students or their close relatives, distributed were Rs. 95,295/- in 2016-17)

Criteria 5**Student****Progression & Support****Criteria 6****Governance & Leadership****Criteria 7****Innovation & Best Practices**

7 Criteria Executive Summary 2017-2018

Criteria 1
Curricular Aspects

1.1.1. Programmes Offered:

- PhD (1998) M.Com (1981), B.Com (1961), Add-on Course (2012),

1.1.3 Membership in BOS/Council

- Faculty members in Exam Board of Autonomous Colleges

1.2.2 Elective Course: M.Com - Finance , B.Com - Finance & Taxation

1.2.3 Add-on Course

- UGC-Sponsored Add-on Programme "Financial Accounting Using Tally: No. of Students Enrolled: 41, Passed: 14, Percentage of Pass: 34

1.3.1(b) Departmental Association

- Commerce Forum: All Departmental Activities including ComArena, ComAvid, ComNox, Celebrations, Seminars/ Workshop are organised under the auspices of Commerce Forum.

1.4.1 Feedback: Collected feedback on Curriculum from students and parents

2.1.2 Average Enrolment:

- B.Com: Sanctioned Strength - 50, Marginal Increase - 10, No. of Students admitted: I Year - 58, II Year - 59 III Year - 62, M.Com: Sanctioned Strength: 15, Marginal Increase: 3, No. of Students admitted: I Year - 18, II Year - 19. PhD: No. of Students Admitted: 27.

2.1.3 Average percentage of seats filled against seats reserved for various categories:

- B.Com: 24.13%, No. of Students in reserved categories (SC: 8, ST: 2, OBC: 4, General: 43, Others: 1), M.Com: 27.77% No. of Students in reserved categories (SC: 3, ST: 1, OBC: 1, General: 11, Others: 2).

2.2.1 Entry Level Assessment: Entry level examination for UG

2.2.2 Student- Teacher Ratio: 31:1

2.3.1 Student Centric Methods in Teaching Learning: Industrial Visits & Interactions, Research Club

2.3.2 Use of ICT

- 100% Teachers using ICT Facilities, 5 Portable Projectors, 100% Teachers having personal laptops. Total No. of Hours Used: 1315.

2.3.3 Mentoring

- Mentor: I B.Com - Dr. Babu Jose & Prof. George J Kakkuzhiyil , II B. Com - Dr. Tejil Thomas, III B. Com - Prof. Jinu Mathew & Prof. K V John, I M. Com - Prof. Bobby Simon, II M.Com - Prof. James Varghese.

2.3.4 Innovation and Creativity in Teaching: Peer Teaching and Cross Teaching

2.4.4 Teacher Quality:

- Permanent Faculty - 7, Asso. Professors - 1, Asst. Professors - 6, Faculty with PhD - 2, Faculty with M.Phil - 2, Faculty pursuing PhD - 4

2.6.3 Pass Percentage: B.Com: 83.87%, M.Com: 70.58%

Criteria 3
Research,
Consultancy &
Extension

3.1.1 Research Projects: ICSSR Minor Project :1 (₹2,85,000)

3.1.2 Research Guidance & Guides: Research Guides: 5, No. of Research Scholars Admitted: 2

3.1.3 Dissertation: No. of UG Projects: 19, No. of PG Projects: 17, No. of Project Guides: 7

3.2.2 (b) Seminars/Workshops Organised: No. of Seminars/Workshops/Invited Talks organised: 2

Criteria 3

3.3.3 PhD Awarded: 3

3.3.4 Research Papers Published: 4

Criteria 4**Infrastructure and Learning Resources****4.1.1 Physical Facilities:**

- Hall: 1 (Separable), Classrooms: 5, Green Boards: 5, Desks: 63, Benches: 62, LCD Projectors: 6, Wooden Chairs: 44, Tables: 11, Plastic Chairs: 20, Ceiling Fans: 21, Pedestal Fan: 2, Cupboard Table: 3, Other Table: 41, Platform: 1, Cupboard (big): 4, Cupboard (Small): 2, Bookshelf: 1, Locker: 1, Book stand: 1, Side stand for books: 9, Teapoy: 1, Computer Tables: 4, Teaching Stand: 5, Water Dispensers: 2, Laptop: 2, Desktop: 2, Bucket and Mug set: 2, Dust bin: 8, Public Address System: 1, Buzzer for conducting Quiz: 1, Printers: 2, Display Boards: 7, Curtain Set: 14, Clock: 7, UPS: 3, Projector Screens: 2, OH Projector: 1, Tube Lights: 11, Key holder: 1, Induction Cooker: 1, Crockery Stand: 1, Dinner Set: 1, Tea Set: 2, Glass: 9, Modem: 1, Loud Speakers: 6.

4.2.4 Library Books

- Books Purchased: Up to 2009: 5120, 2009-2015: 848 (₹3,69,822), 2015-2016: 3 (₹2268), 2016-2017: 3 (₹3000), 2017-2018: Nil, 2018-2019: 91 (₹52,281) Total Number of Books: 6680

5.1.1 Scholarships & Freeships:

- No. of Students: FC: 17, KPCR: 68, OBC: 13, OEC: 9, SC: 24, SEBC: 1, ST: 7

5.2.1 Student Placements:

- Number of Students placed: M.Com: 3 (Avg. Salary: 2.5 Lakhs), B. Com: 5 (Avg. Salary: 3 Lakhs)

5.2.2 Student Progression: Higher Studies - B.Com: 14 (25.28), M. Com: 2 (11.76%)

5.2.3 Students Qualified Competitive Examinations: NET: 6

5.3.2 Student Achievements:

- Intercollegiate Fests: No. of First Prizes: 5, Third prize: 5 **Total Prize Money: ₹1,14,500**

5.3.3 Activities / Competitions

- ComArena:** 11th Edition with 11 Events, Total Budget: ₹6,00,000, Prize Money: ₹1,30,000, Participation: 400 students from 35 Colleges and 14 Schools.
- Bizthom Quiz Club, ComNox

Criteria 5**Student Progression & Support****6.1.2 Teachers' Membership in Decision Making Bodies:**

- K.V. John - HOD, Staff Council Member, Construction Committee Member

6.3.1 Welfare Scheme Offered by Staff Cooperative Society

- Cash Credit Availed by Faculty members: ₹33,50,000, Loan Availed: ₹15,80,000

6.3.4 Professional Development Programmes Attended by the Faculty Members:

- Orientation Programme: 1

6.4.2 Funds Received from Non-Governmental Agencies

- ComArena 11.0:** LIC Kottayam: ₹1,00,000 (Title Sponsorship), Prize Money Sponsored: ₹1,31,000, Coupon Collection & Advertisements: ₹2,49,000

Criteria 6**Governance & Leadership****7.2.1 Best Practices**

- SSSS (Student Self Support Scheme), PTSA (Parent Teacher Student Association)

7.3.1 Departmental Distinctiveness**Criteria 7
Innovation & Best Practices**

- Centre for Academic Social Responsibility (CASR) & Restone** (Distributed 506 cloth carry bags made of used shirts in 2017-18)
- Blood Donors' Forum** (197 students in 2017-18 from the department donated blood)
- Mission Arogya:** Financial aid, for medical purpose of students or their close relatives, distributed were Rs. 23,900- in 2017-18)

ST. THOMAS COLLEGE PALAI
DEPARTMENT OF BIOTECHNOLOGY
&
APPLIED MICROBIOLOGY
INTERNAL QUALITY ASSURANCE CELL

Criteria -I

Sl.No	Criteria No	Criteria List	Status		File No	
1	1.1.1	Curriculum Planning	Programme offered			
			1. M.Sc. Biotechnology 2. M.Sc Applied Microbiology			
			Syllabus			DAB/S/05/16-18
			Work allotment			DAB/S/05/16-18
			Time table			DAB/S/05/16-18
2	1.1.2	Certificate / Diploma Programmes	No programme			
3	1.1.3	Membership in BOs/ Academic Council etc.	Name of Centre	quantity	DAB/B/19/16-18	
			Universities	01		
			Autonomous college- Question paper setters	03		
4	1.1.4	New Courses	0 (No new Courses)			
5	1.1.5	Elective course	Biotechnology	03	DAB/E/26/16-18	
			Applied Microbiology	03		
6	1.1.6	Add-on programmes	0 (No Programme)			
7	1.1.7	Course on Cross Cutting Issues	0 (No)			
8	1.1.8	Departmental Associations	1 (Biomics)		DAB/A/21/16-18	
9	1.1.9(a)	Value Added Courses(VAC)	0 (No value added course)			
10	1.1.9(b)	Students joined to VAC	77 (Students of this department joined different value added courses and the details were kept in the department)		DAB/V/29/16-18	
11	1.1.10	Field projects / Internship	Students of this departments have undergone projects and internship in various stations		DAB/P-1/11/16-18	
12	1.1.11	Feed Back	Feedback from students	Yes	DAB/FSP/16-18	
			Feedback from Parents	Yes		
13	1.1.12	Feedback report	Maintained at institutional level			

Criteria -II

SL. No	Criteria No	Criteria List	Status						File No	
1	2.1.1	Students from other states/Countries	2016 (2015 Adm)		2017(2016adm)				DAB/SC/16-18	
			0		Microbiology-2					
					Biotechnology-2					
2	2.1.2	Student Enrolment	Applied Microbiology	Max.	2016	2017			DAB/EN/16-18	
				20(+5)	17	24				
			Biotechnology	Max	2016	2017				
			20(+5)	15	08					
3	2.1.3	Students from Reserved Categories	Applied microbiology	Year	GEN	SC	OEC	ST	OBC	DAB/RC/16-18
				2017	11	01	01	0	11	
				2016	17	0	0	0	07	
			2015	10	01	0	0	09		
			Biotechnology	2017	07	01	01	0	08	
				2016	03	01	0	0	04	
2015	10	01		0	0	04				
4	2.2.1	Entry level assessment	Biotechnology	2016	2017				DAB/EL/16-18	
				Yes	Yes					
			Applied Microbiology	2016	2017					
				Yes	Yes					
6	2.2.2	Teachers and Students	List of teachers						DAB/TL/41/16-18	
			2016-2017		2017-18					
			09		09					
			List of Students						DAB/SL/49/16-18	
			2015-2016		2016-2017		2017-2018			
			App.Micro-39 Biotech.- 24	App.Micro-41 Biotech.- 23	App. Micro-48 Biotech- 25					
7	2.2.3	Differently abled	No							
8	2.3.1	Student Centric methods in Teaching - Learning			2016-2017	2017-2018			DAB/SLT/39/16-18	
			Mock viva		Yes	Yes				
			PPT Presentations		256	292				
			Study tour		01	01				
			Stu. Seminars		25					
			Pre. Qust. Paper		Yes	Yes				
			Stu. Assignments		Yes	Yes				
			Industry Visit		01	0				
9	2.3.2	Use of ICT	No ICT enabled class room							
	2.3.3	Mentoring	Mentor- Mentee List		2016-2017	2017-2018			DAB/M/L/16-18	
					YES	YES				
			Mentoring record		YES	Yes				
			Tutors		4	4				
			Students Bio data		Yes	Yes				
			PTA Register		Yes	Yes			DAB/ST/69/16-18	
					Yes	Yes			DAB/PA/76/16-18	

Criteria –II cont...

10	2.3.4	Innovations Creativity in Teaching –Learning	1. Erudite Lectures 2. Question paper Bank preparations by students			
11	2.4.1	Teacher Profile	Kept in in the department in File No DAB/TP/95/16-18			DAB/TP/95/16-18
13	2.5.1	Continuous Internal Evaluation (CIE)System	By Conducting Exams			DAB/MR/5/16-18
14	2.5.2	Internal Assessment	Mechanism and frequency of internal assessment	Question papers were prepared confidentially based on topics covered w.r.t. time and minimum two tests were conducted in a semester in a mid-term manner		
			List of Seminars and assignment	A student must submit two seminars and two assignments in a semester		
			Mark register			
15	2.5.3	Grievance Redress Cell	Members of the cell	03	DAB/G/45/16-18	
			Grievance received	02		
			Action taken	02		
			Forward to higher level	0		
			List of debarred students	0		
16	2.5.4	Academic calendar	Every academic year a department academic calendar was prepared in tune with College Calendar			DAB/AC/81/16-18
17	2.6.1	PO/PSO/CO	Programme out comes were kept in file no DAB/PO/87/16-18			DAB/PO/87/16-18
18	2.6.3	PASS Percentage	Course	2016-2017	2017-2018	DAB/P/92/16-18
			App. Microbiology	94.73	100	
			Biotechnology	57.14	75	
19	2.7.1	Open House	Attendance sheet	YES		DAB/OH/73/16-18
			Data sheet	YES		
			SWOC analysis	YES		

Criteria -III

Sl.No	Criteria No	Criteria List	Status		File No
			2016-2017	2017-2018	
1	3.1.1	Research Projects	No	No	
2	3.1.2	Research Guidance	No	No	
3	3.1.3	Dissertations/ Project Guidance	5	13	DAB/T/03/16-18
4	3.2.2(a)	IPR /IAI Practices	No	No	
5	3.2.2(b)	Seminars/ conference /workshops organized	6	4	DAB/T/05/16-18
6	3.3.2	Awards / recognition /Patents	Nil	Nil	
7	3.3.3	Ph.D. Awarded	Nil	Nil	
8	3.3.4	Research Papers	Nil	Nil	
9	3.3.5(a)	Books Published	Nil	3	DAB/BO/16-18
10	3.3.5(b)	Chapters in Edited Volume	Nil	Nil	
11	3.3.5(c)	Papers in conference/Proceedings	1	Nil	DAB/R/03/16-18
12	3.4.1(a)	Extension Activities	Yes	Yes	DAB/T/12/16-18
13	3.4.1(b)	Consultancy	Nil	Nil	
14	3.4.2	Awards for Extension activities	Nil	Nil	
15	3.4.4	Participation in programmes such as Swachh Bharath, AIDS Awareness, Gender issues etc	Nil	Nil	
16	3.5.1	Linkages/ Collaboration	Nil	Nil	
17	3.5.2	MOUs	Nil	Nil	

Criteria –IV & V

Sl. No	Criteria No	Criteria list	Status			File no
1	4.1.1	Physical Facilities	Smart class rooms	0		DAB/F/01/16-18
			Labs	6		
			Equipment	41		
			Wi-Fi/ LAN	10		
			LCD Projector	01		
2.	4.2.4	Library Books	Central library Uty. Library, Department Library			DAB/F/02/16-18
3.	5.1.1	Scholarships/Freeships	2016-17	2017-18		DAB/F1/03/16-18
			10	8		
4.	5.1.3	Capability Enhancement Schemes	Remedial Coaching	D		DAB/R/14/16-18
			Bridge course			DAB/B/15/16-18
			Personal Counsel			Offered by college
5	5.1.5	Vocational Education And Training	No Programmes offered			
6.	5.2.1	Students Placements	2016-17	2017-18		DAB/P/20/16-18
			08	09		
7.	5.2.2	Students Progression	2016-17	2017-18		DAB/F5/07/16-18
			0	2		
8.	5.2.3	Students Qualified in Competitive Exam	2016-17	2017-18		
			1	0		
9.	5.3.1	Students Achievements	Enclosed			DAB/F6/07/16-18
10	5.3.2	Student Representatives	1	1		DAB/F6/07/16-18
11	5.3.3	Activities/ Competitions	Enclosed			DAB/F6/07/16-18
12	5.4.1	Alumni Association	No separate department Alumini Association.			

Criteria –VI

Sl.No	Criteria No	Criteria List	Status	File No
1	6.1.2	Participation in Governance	Institutional bodies	Name of Teacher
			No	No
2	6.2.1	Perspective/ Strategic Plan	Action plan -2016-2017,2017-2018	DAB/A/25/16-18
3	6.2.2	Departmental Functioning	Staff meeting Minutes	DAB/S/50/16-18
			Duties Assigned	DAB/D/35/16-18
			Teacher Evaluation- conducted at institutional level	
			Grievance Redress Cell	DAB/G/45/16-18
			Visitors Dairy	DAB/V/32/16-18
4	6.3.1	Welfare Schemes	Not Applicable	
5	6.3.2	Support for Professional Development	No financial support granted	
6	6.3.4	Professional development programmes attended	Not Applicable	
7	6.3.5	Teacher Performance Record	Yes	DAB/F5/07/16-18
8	6.4.2	Funds received from Non Govt. Agencies	No funds were received	
9	6.5.2	Quality Assurance System	Conducted at institutional level	

Criteria –VII

Sl.No	Criteria No	Criteria List	Status	File No
2	7.1.2	Gender equity programmes	Organized by institutional level	
3	7.1.3	Contribution to Local Community	No collaboration with local bodies	
4	7.1.4	Activities for promotion of values	Nil	
5	7.1.5	Celebration of National festivals	National festivals has been celebrated	DAB/C/38/16-18
6	7.1.6	Best practices	Peer Teaching	DAB/PT/16-18
			Department library collections	DAB/F/02//16-18
			Quiz Programmes	DAB/QZ/7/16-18
			Bridge course	DAB/B/15/16-18
7	7.1.8	Departmental Distinctiveness	History of department	DAB/H/16-18
			List of Faculties	DAB/LF/16/18
			Future Plans	DAB/FT/16-18

Department of Vocational Education
St. Thomas College Palai
Department Report for the Academic years 2016-17, 2017-18

CRITERION I: CURRICULAR ASPECTS

1.1 Department Profile

Vocational education is education that prepares people to work in a trade, a craft, as a technician, or in professional vocations such as engineering, accountancy, nursing, medicine, architecture, or law. Vocational education Prepares learners for jobs that are based in manual or practical activities, traditionally non-academic and totally related to a specific trade, occupation or vocation, hence the term, in which the learner participates. Craft vocations are usually based on manual or practical activities and are traditionally non-academic but related to a specific trade or occupation. Vocational education is sometimes referred to as career education or technical education.

The vocational courses established in the year 2014 and the courses Started on 01-12-2014. The department offers the following degree & Diploma programs.

COURSES OFFERED:

❖ *Under B.Voc. Degree Programme:*

(Government Approval Date:13-08-2014)

- B.Voc degree in Sustainable Agriculture
- B.Voc degree in Food Processing Technology

❖ *Under Community College Scheme:*

(Government Approval Date:08-09-2014)

- Diploma in Renewable Energy
- Diploma in Hardware & Networking Maintenance.

1.2 Our Courses are purely based on SKILL INDIA Development

- NATIONAL SKILL DEVELOPMENT CORPORATION(NSDC)
- SECTOR SKILL COUNCIL (SSC)
- Agriculture sector
- Food Processing Sector
- Electronics Sector
- National Skill Qualification Frame Work (NSQF) levels
- NSQF level 5- Diploma
- NSQF level 6- Advanced Diploma
- NSQF level 7- B.Voc.

1.3 Curriculum Alignment

- Curriculum is aligned according to industry requirements.
- Apart from university examination, Sector skill assessment is conducted for awarding certificates of Diploma, Advanced Diploma & Degree.
- Equal importance is given to theoretical aspects & practical aspects in the curriculum

1.2.3 Add-on Programmes

B.Voc. Sustainable Agriculture:

- SAGAD1- Disease management of plantation crops & Spices
- SAGAD2- Disease management of vegetables & Fruits
- SAGAD3- Disease management of field crops.

B.Voc. degree in Food Processing Technology:

- FPTAD1- Nutrition and Public Health.
- FPTAD2- Food safety management system
- FPTAD3- Food service management

1.4 Students Enrolment Details

In B.Voc Degree:

Year	Course	No. of Students
2016-17	SA	46
	FPT	49

Year	Course	No. of Students
2017-18	SA	48
	FPT	40

In Community College:

Year	Course	No. of Students
2016-17	HNM	20
	RE	13

Year	Course	No. of Students
2017-18	HNM	12
	RE	08

1.3.3 Field Project/ Internships

- Training programme on Apiculture, Production of biocontrol agents, integrated pest and disease management at Krishi Vigyan Kendra Kottayam.
- Training at Nila Bakers & Confectioneries (India)pvt. Ltd., SIDCO industrial park, Kallipadam (P.O), Kerala, India. Pin-679122, Shornur, Palakkad
- In-plant Training at Milma Edappally

- Training at Aerath Business Cooperation (Viswas Food Products)
- Training at Dairy training centre(DTC), Ereiyilkadavu, Kottayam.
- Training at Kairali Gardens, Kochi
- Training at Indocert, Aluva
- Training at Plant-Rich Agritech Pvt. Ltd., Kottayam

We provide training for skilled works

- Creating skilled persons for our community.

Practicing For:

- Coconut Tree Climbing
- Rubber Tapping
- Solar panel installation and maintenance
- Vertical garden
- Preparing Terrariums.
- Mushroom cultivation in bottles

Industrial Visits & Trainings Provided

- *HACCP Training for FPT students*
- *Bakery training*
- *Dairy Training*
- Inplant training- Milma, MPI, Abad fisheries, Modern Bread, Cococola, Marias Pickles, Jeeva milk, malanadu milk, Sabari milk, Ellite bakes & Confectionary, orkid bakes, Jive Agro fruit products etc.
- *Industrial visit to Care kerala, Koratty*
- *Training at Krishi Vigyan Kendra, Kumarakam*
- *Training at Dist. Agricultural farm, Kozha*
- *Field level training at progressive farmer's field, Kooroppada*
- *Training by Scientist from CTCRI, TVM.*

1.5 Curricular Activities

- Students are Enlightened on the Various Methods of Cultivation & Harvesting.
- Students are Intensively Trained in Hardware & Networking.
- House Wiring Procedures are familiarized.
- Students are trained in Food Processing
- Variety of fusion dishes are introduced to the Students
- The Science of Food is explored in the Food Chemistry Lab
- Hands on experience and guidance is given to the Students in Sustainable Crop Development
- Students are trained in the preparation and Application of Bio-fertilizers
- Students are trained in Solar Panel Testing & Installation

CRITERION 2: TEACHING, LEARNING AND EVALUATION

2.1 Our Faculty & Staff Details:

Name of the Faculty	Educational Qualifications/Experience
Mr. M.S Jayaprasad, Nodal Officer	Asst. Director of agriculture (Retd.)
Dr. Lini L Alappat	MSc Agri, MBA, Ph.D.
Dr. Sini Thomas K	MSc. Agri., Ph.D.
Mrs. Renu Mathew	MSc. Hort.
Mrs. Roshan Joseph	Bsc. Agri., MBA

Name of the Faculty	Educational Qualifications
Mrs. Jovancy Mathew	MSc. Food & Nutrition, MBA
Mrs. Minu Abraham	MSc. Food Processing Technology
Mrs. Jinu T Jose	MSc. Food Science & Technology
Mrs. Gisha T Mathew	MSc. Food & Nutrition

Name of the Faculty	Educational Qualifications/Post
Mr. Arun P.M	Diploma, B.Tech., M.E. in Embedded Systems
Mr. Jibin Joseph	B.Tech., M.E. in Power System Engineering
Mrs. MesilyCyriac	B.Sc., MCA
Mr. Sebastian George	Lab Assistant
Mr. Sojimon Joseph	Lab Assistant

2.2 Result Analysis

Percentage of final year students passed the University examination in 2016-17

Programme Code	Programme Name	No. of students appeared in the final year exam	*No. of students passed	Pass percentage
UG:	B.Voc. Sustainable Agriculture	30	10	33.333
UG:	B.Voc. Food Processing Technology	6	4	66.666

Percentage of final year students passed the University examination in 2017-18

Programme Code	Programme Name	No. of students appeared in the final year exam	*No. of students passed	Pass percentage
UG:	B.Voc. Sustainable Agriculture	47	26	55.319
UG:	B.Voc. Food Processing Technology	41	25	60.97

Diploma under Community College Scheme

Percentage of students passed the NSQF examination in 2016-17

Programme Name	No. of students appeared in the final exam	*No. of students passed	Pass percentage
Diploma in Hardware Networking & Maintenance	20	20	100
Diploma in Renewable Energy	13	13	100

Percentage of students passed the NSQF examination in 2017-18

Programme Name	No. of students appeared in the final exam	*No. of students passed	Pass percentage
Diploma in Hardware Networking & Maintenance	9	9	100
Diploma in Renewable Energy	6	6	100

Student Centric Method in Teaching Learning

- Industry Visit
- Study Tour
- Field work
- Assignments

CRITERION 3: RESEARCH, INNOVATIONS AND EXTENSION

3.1 Faculty of the department providing training to farmers

- Velliyepallil Residents association
- Karshaka federation Mundankal Parish
- NSS units Alphonsa College Palai & St. Thomas College Palai

3.2 Agri - fest 2017

3.3 Food - fest 2017

3.4 Students participated in Agri fest, Manarkadu and manorama karshikamela, Thodupuzha

3.5 Students participated in ATMA Karshika Mela, Pala

3.6 Students participated in Jaivam Project (organic Vegetable garden grown in institutions under MG University) of MG University

Industry - Institute Interaction

Our Industry Partners:

- Omega Systems Pvt. Ltd.
- Microtracks Industries

- Velox Innovations
- IPSR Solutions Pvt. Ltd.
We have following Industry linkages:
- Alleppey Latex
- Kuttiyankal Nursery and Gardens
- Pala Marketing Cooperative Society (INDIAR)
- Agro Bio-tech Research Centre Ltd. Industrial Area
- KISCO, Pala
- Pala Social Welfare Society, Pala
- Vayalil Spices

CRITERION 4: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Department Facilities

Laboratories	Field/ facilities
Food processing lab	Agricultural Field
Food chemistry lab	Crop Museum
Basic Microbiology lab	Rain Shelter
Dairy Technology lab	Vermicompost
Plant Pathology lab	Coir Pith Compost
Agricultural entomology lab	Azolla Development
Agronomy lab	Aquaponics Unit
Solar Lab	Hardening Unit
Computer lab	Mist Chamber Drip Irrigation
We have a 6 KVA sine wave inverter for the continuity in supply. Which will support us for the uninterruptible running of our department activities(Especially for smart classrooms & Lab)	

4.2 Learning Resources

- ❖ Department Library
 - No of Titles: 90 No of Volumes: 260
- ❖ Department Computer Centre
 - Number of nodes: 11
- ❖ Smart Classrooms:
 - Two-LCD projector

4.3 Protected Cultivation- Rain Shelter

Rain shelters are designed for vegetable cultivation (with wick & Drip irrigation) and seedling production

4.4 AQUAPONICS UNIT

Aquaponics is a combination of aquaculture, which is growing fish and other aquatic animals, and hydroponics which is growing plants without soil. Aquaponics uses these two in a symbiotic combination in which plants are fed the aquatic animals' discharge or waste.

CRITERION 5: STUDENT SUPPORT AND PROGRESSION

Students Placement & Progression

- 29 students were placed in various agro based industries as well as food processing industries.
- 2 students opted for higher studies

5.1 We provide training for skilled works

- **Creating skilled persons for our community.**

Practicing For:

- Coconut Tree Climbing
- Rubber Tapping
- Solar panel installation and maintenance
- Vertical garden
- Preparing Terrariums.
- Mushroom cultivation in bottles

5.2 Industrial Visits & Trainings Provided

- HACCP Training for FPT students
- Bakery training
- Dairy Training
- Industrial visit to info park Koratty
- Training at Krishi Vigyan Kendra, Kumarakam
- Training at Dist. Agricultural farm, Kozha
- Field level training at progressive farmer's field, Kooroppada
- Training by Scientist from CTCRI, TVM.

5.4 Extra- Curricular Achievements of Students

- Justin Tomy (B.Voc. III DC SA) – Gold medal in Athletics.
- Amal Joseph (B.Voc. III DC SA) - Runner Up in Signature 2K18
- Nivedyadha Sivan (III DC FPT)- A Grade Winner in Light Music-Female in MG University Youth festival held at Ernakulam.

CRITERION 6: GOVERNANCE, LEADERSHIP AND MANAGEMENT

- Dept. of vocational education managed to make a smooth run with the available resources and UGC grant.
- Funds were utilized efficiently.
- Staff meetings will be held periodically before taking any major decisions.

CRITERION 7: INSTITUTIONAL VALUES AND BEST PRACTICES

Celebration of Festivals:

- **World Food day Celebrations 2018 by Dept. of Food Processing Technology**

World Environmental day Celebrations 2017

- **3rd DC Sustainable Agriculture students Planted Mahogany timber seedlings in College campus on World Environmental day 2017.**

Best Practices:

- Department is taking initiative to coordinate farmers, agriculture department and industries for the benefit of society.
- Faculty give training to farmers, NSS volunteers, Students etc. on topics like organic vegetable cultivation.
- Sale of Vegetable seedlings to students and staffs of St. Thomas College.

Department of Vocational Education

GREEN INITIATIVE- 1 KW SOLAR ENERGY SYSTEM

- Recently the department of vocational education is equipped with a **1 KW solar energy system**. Thus we become self-sustained in the area of energy.
- We present it as a step forward to green initiative from our side. For accomplishing the above work we spent UGC fund released under community college scheme.
- We have installed solar panels at the rooftop of G-Block, It's a system with 4 no. of solar panels, 2 batteries, an inverter and a charge controller.

*****THANK YOU*****

Department of Biostatistics 2018-19

1. Curricular Aspects:

The curriculum restructuring and updating the syllabus for M.Sc. Biostatistics is ongoing. Dr. K. K. Jose and Mrs. Rose Maria Jose are members of the Expert Committee constituted by MG University in 2018. The new syllabus will be implemented in 2019-10.

The Department is offering a Certificate Course on SAS Programming and SPSS FOR Data Analysis and Mr. Noel George is the Course Coordinator.

As part of Faculty development, Mr. Noel George participated in the 3 Day Workshop on SAS Programme held at Amrutha Institute, Coimbatore by SAS Institute.

2. Teaching, Learning and Evaluation

During the last two years there was high demand for admission to the program. Even though approved student strength is 20, we have admitted 24 students each during 2017-18 and 2018-19. We are conducting unit-wise test papers and hence there are at least 4 test papers for each course in addition to Model Examination held at college level.

University Examination results of 2016-18 batch

There was 100% pass with 7 A grade and 7 B+ grade and 1 B grade. The following students secured the top ranks in the University.

I rank: Ms. Prema S.; II Rank: Ms. Nimi Mohan ;III Rank: Mr. Anoop Jose.

Project Works at Reputed Institutes

During 2018, our students carried out their Major Project of 3 months in reputed institutes like CMC Vellore (6), RCC Thiruvananthapuram (5), PSGIMSR Coimbatore (3) and St. John's Medical College and Research Institute, Bangalore(1).

Minor Research Projects by students

In 2017-18, as part of the Minor Research Project, a Health Survey was conducted in Pala Municipality and Mutholy Panchayath and the data was analysed and Project Reports were submitted by the students.

In 2018-19, the study was on Emerging Diseases in Kerala. As part of this our students collected data from patients in 7 hospitals in Kottayam and Idukki districts. The data was compiled and analyzed and draft report has been submitted by the students. They made 6 Poster Presentations based on their findings in the Poster Presentation Competition held at NIMHANS Bangalore as part of ISMS Annual Conference during 1-3 Nov 2018. Ms. Prema S. won Second prize in this national level competition.

3. Research, Consultancy and Extension

The faculty in the department gives utmost importance to these aspects. They are publishing research papers, students are encouraged to publish research papers based on their project works. They are involved in extension activities and community surveys also.

Workshops/Seminars organized

An International Conference on Statistical Applications in Official and Clinical Data Analysis was organized in collaboration with Department of Statistics, St. Thomas College, Palai; CMC Vellore and University of Maryland USA during 3-5 January 2018. Our faculty and students participated actively and served as volunteers.

An International Workshop on High Performance Computing using R was organized on 6-7 January 2018 in collaboration with the Department of Statistics.

A Workshop on Biostatistical Methods for Clinical Research was conducted on 14 Sept 2018 and the Resource person was Dr. Anil C. Mathew, Professor of Biostatistics at PSGIMSR, Coimbatore.

Research Papers published:

1. K. K. Jose and Savitri Joshi (2018) Wrapped Lindley Distribution and Applications; *Communications in Statistics: Theory and Methods*; 47, 5, 1013-1021.
2. Jose, K.K., Jeena Joseph (2018). Reliability Test Plan for Gumbel - Uniform Distribution. *Stochastics and Quality Control*. 33(1): 71-81.
3. Jose, K.K., Albin Paul (2018). Reliability Test Plans for Percentiles Based on the Harris Generalized Linear Exponential Distribution, *Stochastics and Quality Control*. 33(1): 61-70.
4. Jose, K.K., Lishamol Tomy, Thomas Sophia P. (2018). On a Generalization of the Weibull Distribution and Its Application in Quality Control. *Stochastics and Quality Control*. <https://doi.org/10.1515/eqc-2018-0011>.
5. Jose K. K., Jisha Varghese (2018). Wrapped Log Kumaraswamy Distribution and its Applications, *International Journal of Mathematics and Computer Research*, 6,10,1924-1930.
6. K.K. Jose and Albin Paul, (2018). Marshall-Olkin Exponential Power Distribution and its Generalizations: Theory and Applications. *IAPQR Transactions*, 43(1), 1-29.
7. K.K. Jose and Shalitha Jacob (2018) Generalized Polya-Aeppli Process and Its Applications in Risk Modelling and Analysis, *IOSR Journal of Business and Management*, 20,10-24-35
8. K.K. Jose and Shalitha Jacob (2018) Polya - Aeppli Noncentral Chi-Square Process and its Applications in Risk Analysis, *International Journal of Mathematics and Computer Research*, 6,8,1903-1911.
9. Jeena Joseph, Jose KK. (2018) On a Generalization of Gumbel-Uniform Distribution. *Research & Reviews: Journal of Statistics*; 7, 2, 21-26
10. Lishamol Tomy, Jose K.K., Thomas Sophia P. (2018) Applications of Marshall-Olkin Generalized Family of Distributions. *Research & Reviews: Journal of Statistics*; 7(1): 22-37.

Publication by Students

During 2018 our students have already published 5 research papers out of their project works in reputed international journals.

Book Chapters

1. K.K.Jose (2018) Probability, Possibility and Fuzziness: Towards an Integral Understanding of Reality; *Science – Religion Dialogue and Its Contemporary Significance*; 149-162. ATC Publishers, Bangalore.

Publications in Conference Proceedings

2. K.K.Jose and Shalitha Jacob (2018) Generalized Polya-Aeppli Process and Applications, *Explorations*, 7,1,43-55.
3. K.K.Jose and Jisha Varghese (2018) Circular Skewed Laplace Distribution and its Applications, *Explorations*, 7, 1, 56-69.

Conferences/Seminars Attended and delivered Invited Talks

1. Dr. K. K. Jose delivered an invited talk on 'Biostatistics Teaching and Research in India: Challenges and Opportunities in the *International Conference ICOSA 2018* held at St. Thomas College Palai during 3-5 January 2018.
2. Dr. K. K. Jose participated and delivered an invited talk on Bayesian Methods in the Detection of Gravitational Waves in the International conference organized by Bharathiyar University, Coimbatore as part of *the Annual Conference of ISPS* during 5-7 January 2018.
3. Participated in the *Kerala Science Congress 2018* held at Govt Brennan College, Thalasserry during 28-30 January 2018 and acted as a judge in the poster and oral presentations for Young Scientist Award Competition in Mathematical and Statistical Sciences.
4. Dr. K. K. Jose delivered an invited talk on 'Big Data, Data Science and Biostatistics' held at St. Thomas Autonomous College Thrissur in the *National Seminar held as part of Annual Conference of KSA* during 15-17 February 2018.
5. Dr. K. K. Jose delivered an invited talk on T-X family of Distributions in the *National Seminar on Recent Trends in Statistics* held at University of Calicut during 13-15 March 2018.
6. Dr. K. K. Jose delivered an invited talk on Time Series Analysis and Modeling of Agricultural Crop Prices in the **Indian Science Congress held at Manipur University** during 16-20 March 2018.
7. Dr. K. K. Jose delivered an invited talk on Generalized Transformer Transformed family of Distributions and Their Applications in Industry in the *National Seminar on Statistical Modeling and Data Analytics* held on 19-20 March 2018 at Madras University.
8. Dr. K. K. Jose delivered an invited talk on T-X family of Distributions and their Applications in Survival Modeling in the National Conference held as part of the *Annual Conference of Indian Society for Medical Statistics* held at NIMHANS Bangalore during 1-3 November 2018.
9. Dr. K. K. Jose delivered an invited talk on Some Generalized Asymmetric family of Distributions in the *National Conference on Statistical Theory and Applications* held at Kannur University during 9-10 November 2018.

Recognitions/ Honours /Appointments

Dr. K.K.Jose was appointed as member of Managing Board of St.Thomas College Palai. He was also appointed as Adjunct Professor of Statistics at Kannur University. He also served as Adjudicator of Ph.D. Theses at Kerala and Kannur Universities.

Alumni Association Meet:

The department of Biostatistics formed an Alumni Association and a meeting of all alumni called ROBSTA2017 was held on 17th April 2017. During 2018 our alumni working in industries came and interacted with students on 28 Oct 2018.

Department Website Developed

A website solely for the Department of Biostatistics was developed by our alumni with web address as www.biostatisticskerala.com . It provides information regarding admission details, career opportunities, syllabi , campus placements, other facilities in the campus etc

The students of 2017-18 batch are placed in National Institute of Epidemiology, Chennai, Iykon Trivandrum, CMC Vellore, Genpro Trivandrum, NIMHANS Bangalore, Baptist Medical College Bangalore etc. More than 10 out of 15 students passed out are already placed.

Corporate Interaction and Seminar on Career Opportunities

A one day seminar on Career opportunities was held on 17th Sept 2018. Mr. Soni Joseph, CEO, StudyAnalytics, Bangalore and Mr. Jerome Abraham, IVARS, Kochi discussed on various opportunities for Statistics and Biostatistics students. They also offered opportunities for internships and training to selected students.

Consultancy Works

Our faculty provide consultancy to research scholars and students from various institutes.

Infrastructure Needs

Our staff room and class rooms were shifted from A building to E Building and the facilities are very insufficient. The class rooms have no sufficient space to accommodate 24 PG students, majority of which are ladies. There is no adequate fan and lighting in class rooms. The staff room is also very bad with dirty walls and surroundings. Necessary cleaning of surroundings and rooms is needed on a weekly basis at least. We need an LCD, Computer with printer and internet facilities in the staffroom. A lab assistant is very essential in the Computer Lab and staff room.

1-12-2018


Dr. K. K. Jose

Departments of Commerce, Computer Applications and Communicative English (S.F)

St. Thomas College, Palai

College with Potential for Excellence (CPE) – UGC

NAAC Re- accredited A Grade College

Arunapuram P.O, Kottayam, Kerala - 686575

Ph: 04822212317 Email: cccsfst@gmail.com Website: www.stcp.ac.in

The Department of **Communicative English** was begun as early as 1996 as a UGC Vocational Course. **Dr. Mathew Joseph** spearheaded the day to day functioning of the department. In 2002, it has been converted to a Self-Financing department with **Prof. V.O. Chummar** as Coordinator.

The Under Graduate courses, **B.C.A and B.Com** with Computer Applications were commenced in 2013 on Self Financing basis with an intake capacity of 40 & 50 students respectively. **Dr. K. V. Thomas** acted as the coordinator. In 2018, **Communicative English** Department was merged with the other U.G. Self Financing courses and **Dr. Joy Jacob** was appointed the Coordinator.

16 (10 women and 6 Men) highly qualified and experienced teachers work in these departments. Of the 16 teachers, 2 hold **Ph.D. degree**, 3 **M. Phil .degree** while others hold besides PG degree, **NET, SET, B.ED** and other such qualifications. The coordinator is an approved Research Guide of Mahatma Gandhi University, guiding 8 scholars. 3 of our faculty have publications in **International Research Journals**. Sri. **Mathew Abraham** has 4 Research Papers to his Credit. Sri. **Boney Bose** has published 4 research articles in referred journals. **Dr. Joy Jacob** has authored an international book and one research paper.

The departments have a strength of **405** students: B.Com. – 179, B.C.A. – 133 and BA Comm. Eng-93. Of the total students enrolled in these departments, 14 belong to SC/ST, 72 belong to OBC/OEC, and 319 belong to General Categories.

We follow the curriculum prescribed by the **MG University** and as such we have no flexibility in curriculum design. However, we strive to impart a **student centred teaching**. Each teacher prepares well for the classes. No single hour is left free on account of absence of teacher or any other such eventuality. Along with the curriculum we train the students to face the challenges of global market by providing training in **Aptitude, Career and Placement, Group Discussion and Interview Skills**. To enrich the curriculum and equip the students with life skills, the departments provide 3 **Add on Courses** to their students and 6 **Value Added Courses** to the College in general.

First year students are inducted into the programme through **Orientation Programmes**, General Classes by the Coordinator. **Bridge Classes and Remedial Programmes** for slow learners are also conducted. We prepare the students for their University examinations through **extension classes, classes by experts** etc. The Final Year BCA students have a one month **off the campus project work**. The Second year B.Com and BCA students undertake **Industrial Visits** and BA Com. English students go for **Media Visits**. As part of our innovative practices, a few students are selected from each class for **Peer Teaching**. 2016-17 academic year saw the birth of a new practice, every final year student is made to present a **Synopsis of their Project** through PPT for approval from the Guide and the Coordinator. In 2017 Commerce and Computer Applications launched the novel

projects, **TECTERRAIN & VARTTIKA**, Intercollegiate Fests. More than **1000 students** from 140 colleges participated. Communicative English initiated **JOURNLIT**, another inter collegiate fest. B.Com and BCA constituted the alumni association in 2016 and communicative English in 2017.

The departments are at an infant stage as such, the infrastructure and other facilities do not hit the mark. We have a computer lab, 58 desktops, 2 laptops, 1 printer and 1 LCD projector. Since **Moodle Server** facility is available in the departments, teachers and students can access e-journals, e-books and other study material. As a part of the curriculum annual **Feed Backs** are collected from the final year students on their teachers. Their grading are consolidated and given to each teacher for his/her knowledge and better performance.

We have a strong **Mentor - Mentee system** that works effectively, besides the traditional **Class Tutors** that closely monitor their personal growth, academic progress and development. To evaluate their academic performance **periodic class tests, assignments and seminars** are carried out. Besides these, **mid-semester and model examinations** are conducted at the college level. In each semester parents are called to the department for signing their wards' **Progress Report Cards**. In a common meeting those students who top others in midterm and model examinations are given **Proficiency Prizes** and students with **Full Attendance** are also honoured. As a result of the department's measures to augment students' performance, we have achieved commendable results at the University level. For e.g., in 2017 -18, B.Com department came **Second** in the overall results of the college. We had **3 ranks, 5 A+ & 17 A. 12 of our students were placed** in reputed firms and companies. Our students excelled also in sports, games, co curricular activities and competitive exams. To promote the histrionic and artistic talents of our students, a day is year marked annually as **Department Day** where students showcase their talents.

We are always proud to unite ourselves with the needy and suffering. We collected a sum of **Rs. 30,000 /-** (Thirty Thousand) and distributed the amount to our needy students. Besides, the teachers and students of the departments gathered **Rs. 30,000 /-** (Thirty Thousand) to assist the operation of the mother of a II B.Com student.

Our **INNOVATIVE AND BEST PRACTICES** include the following:

Peer Teaching
Synopsis Viva
Open House
Proficiency Prize in every semester
Prize for Full Attendance
Progress Report Cards
Student Movement Register
Aptitude Tests
Training in Life skills

We have always strived to adhere ourselves to the vision and mission of the college in all our academic as well as non - academic enterprises, Our efforts are geared to one direction only i.e.. the **HOLISTIC DEVELOPMENT OF THE STUDENTS**. We have achieved much in this short span of our existence but we are never content with what we have accomplished. We firmly believe that we have miles to go before we complete our race towards excellence.