

The Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution: ST. ALBERT'S COLLEGE, KOCHI – 682018

Year of Report: 2003 – 04

Part A:

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

Even before we received the guidelines for the formation of IQAC ref. letter No. NAAC / VS / Dir – Sec / IQAC / 2003 / dated 27th October-2003 from the NAAC office regarding the guidelines for the creation of the Internal Quality Assurance Cell and Quality Advisory Committee (QAC), we decided to conduct a LogFrame planning for St. Albert's College to realize the strengths and weaknesses and enhance quality and accountability in the academic process during the Post Accreditation period.

As an outcome of the conclusions arrived at the session a Total Quality enhancement Program (TQP) for St. Albert's College was chalked out. Also, decided to prepare a questionnaire, 'Vision 2010' and to obtain response from departments.

The IQAC was duly constituted and in its first meeting the following decisions were taken:

The physical facilities like laboratory, play grounds, building etc. are to be improved. It was also decided to have a separate office for the promotion of Research and to obtain fund from various agencies like UGC, CSIR, DST, ICSSR etc.

The committee also decided to avail maximum amount of grant-in-aid from various funding agencies.

Decided to submit proposals for different schemes of UGC such as career-oriented add-on courses, Colleges with potential for excellence, inter-disciplinary and innovative program etc.

Part B:

1. Activities reflecting the goals and objectives of the institution:

Vision

To be a centre of excellence through the process of self evaluation and continued renewal in all our endeavors, namely, learning, teaching research, consultancy and other related services.

Mission

Taking inspiration from the Eternal teacher, Jesus Christ, we strive towards equipping young people to meet the challenges these modern times by providing an all around formation. We are well aware that we exist for our students and do our very best to provide a most friendly and growth oriented ambience for them. We do everything in our capacity to ensure excellent standards that would secure them leadership in tomorrow's challenging world.

Keeping our goals and objectives in mind we have conducted certain programmes like the following:

Arranged training programme in the use of computers for the Staff and students.

2. New academic programmes initiated (UG and PG):

Nil

3. Innovations in curricular design and transaction:

New syllabi for Aquaculture and Industrial Fisheries designed by the Zoology department was approved by UGC and the Mahatma Gandhi University.

The chemistry department designed a curriculum and syllabus for an M. Sc. Course in Environmental chemistry and submitted it to UGC under Innovative program.

4. Inter-disciplinary programmes started:

Nil

5. Examination reforms implemented:

Since all examinations are conducted by the university college has only a partial control over the Exams. But the internal evaluation system was regularized and the marks were sent to the parents.

6. Candidates qualified: NET/SLET/GATE etc.

NET - Chemistry: 2

7. Total number of seminars/workshops conducted:

6

9. Research projects

a) Newly implemented: 4

The following teachers were awarded UGC minor research projects:

- (i) Sri. Paul Cornelius, Department of Commerce.
- (ii) Dr. P. K. Sundaresan, Department of Commerce
- (iii) Dr. Dominic Thomas, Department of Chemistry
- (iv) Dr. Cyriac Mathew, Department of Chemistry.

b) Completed:

Nil

10. Patents generated, if any:

Nil

11. New collaborative research programmes:

Nil

12. Research grants received from various agencies:

Minor research Projects:

(i) Sri. Paul Cornelius, Department of Commerce.	: 40,000.00
(ii) Dr. P. K. Sundaresan, Department of Commerce	: 45,100.00
(iii) Dr. Dominic Thomas, Department of Chemistry	: 20,000.00
(iv) Dr. Cyriac Mathewe, Department of Chemistry.	: 47,500.00
Total	: 1,52,600.00

13. Details of research scholars:

Mathematics: 6

Commerce: 16

Chemistry: 2

14. Citation index of faculty members and impact factor:

Total Impact factor: 0.988

15. Honors/Awards to the faculty:

Nil

16. Internal resources generated:

Rs. 5, 04,483.00

17. Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc.

Assistance/recognition:

Nil

18. Community services:

Blood donation, NCC and NSS activities

19. Teachers and officers newly recruited:

Nil

20. Teaching – Non-teaching staff ratio:

92:52

21. Improvements in the library services:

A heavy duty vacuum cleaner was purchased for dusting books and furniture.

22. New books/journals subscribed and their value:

	Number	Total cost
Text Books	21	5,100
Reference Books	27	60,117
Other Books	524	1,68,507
Journals/Periodicals	70	43,890

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Student assessment of teachers was taken for the final degree classes, consolidated and the respective heads of departments discussed the outcome with the concerned teachers. Corrective measures as far as possible were taken.

24. Unit cost of education:

Rs. 16,290

25. Computerization of administration and the process of admissions and examination

results, issue of certificates:

Office was computerized integrating the salary and admissions

26. Increase in the infrastructural facilities:

A Health Centre was established, new basketball court opened.

New canteen building inaugurated.

27. Technology upgradation:

Office was computerized, software used for computing salary bills.

28. Computer and internet access and training to teachers and students:

Total computer literacy programme was continued for the students.

29. Financial aid to students:

Complete fees was waived for a student of post graduation in Zoology considering his financial status

30. Activities and support from the Alumni Association:

Provided financial support for cultural activities in the college.

Provided financial support for purchasing vacuum cleaner for library

31 Activities and support from the Parent-Teacher Association:

1. Provides scholarship for students

2. Provides scholarships for students who excel in sports and arts

3. Provides financial assistance for renovation of departments

32. Health services:

Yoga Classes was arranged during the period. In line with the recommendation in the first report of NAAC a Health centre was established.

33. Performance in sports activities:

Best physique university winner, third place in inter-collegiate football championship, Third place in University chess championship, runners up in Hockey championship. Two students, Anish Manuel and Ramesh V. S., represented MG University in Hockey. Sreegith V, Sony Viswakarma and Rakesh K represented MG University in cricket.

34. Incentives to outstanding sportspersons:

Apart from the financial support for the sports materials, the sports persons are given free accommodation in the college hostel

35. Student achievements and awards:

The first, second and third university ranks were awarded to students from aquaculture and industrial fish and fisheries students.

36. Activities of the Guidance and Counseling unit:

The counseling unit provides proper guidance and support in their studies as well as other activities. Needed students are given special attention. Rijas C. S and Vipin M. C, both of first DC Botany were given counseling.

37. Placement services provided to students:

Spices board selected 17 students for training and further placement in various companies.

38. Development programmes for non-teaching staff:

A training program was arranged for non-teaching staff in administrative procedures using a retired staff from collegiate education department.

41. Any other relevant information the institution wishes to add:

1. The College has been short-listed by the Mahatma Gandhi University for recognition under the scheme, “Colleges with Potential for Excellence”, of UGC.
2. In addition to NSS and NCC the following are the major co-curricular activities going on in the campus: Quiz club, Music club, Astro club, Literacy club, Film club, Nature club, Fine Arts forum, Campus theatre,

Part C: Detail the plans of the institution for the next year.

1. To give more thrust to the teaching and learning process.
2. To create a research oriented atmosphere in the departments.
3. Motivate teachers to avail more projects.
4. To bring recruiting agencies to the college to facilitate campus interviews.
5. To provide special coaching for final year students to appear interviews and tests.
6. To circulate the questionnaire for ‘Vision 2010’ among departments and to collect their responses.
7. Take strict measures to maintain discipline in the campus and create an atmosphere congenial to teaching activities.

Name & Signature of the Coordinator, IQAC

Sri Harry Cleetus

Name & Signature of the Chairperson, IQAC

Prof. P. J. Leslie