Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ST. JOSEPH'S COLLEGE (AUTONOMOUS) DEVAGIRI, KOZHIKODE**
Name of the head of the Institution	**Dr. Sabu K Thomas**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04952355901**
Mobile no.	**9447349744**
Registered Email	**sjcdevagiri@yahoo.co.in**
Alternate Email	**devagiriiqac@gmail.com**
Address	**ST. JOSEPH'S COLLEGE (AUTONOMOUS), DEVAGIRI, KOZHIKODE, KERALA**
City/Town	**Kozhikode**
State/UT	**Kerala**
Pincode	**673008**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**22-Jul-2014**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Anto N J**
Phone no/Alternate Phone no.	**04952355901**
Mobile no.	**9605254544**
Registered Email	**devagiriiqac@gmail.com**
Alternate Email	**antodevagiri79@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.devagiricollege.org/uploads/ckeditor/2021_AQAR-2018-19-UPLOADED-ON-29-08-2021.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.devagiricollege.org/uploads/ckeditor/2021_8-Handbook-2019-20-FINAL-for-Print-(1)-108-112.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	A	88.15	2004	03-May-2004	02-May-2009
2	A	3.63	2011	08-Jan-2011	07-Jan-2016
3	A++	3.76	2016	16-Sep-2016	23-Sep-2023

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Nov-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Preparation of Proposal for UGC Paramarsh Scheme	08-Aug-2019 30	2365
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
St. Joseph's College (Autonomous), Devagiri	RUSA	MHRD	2018 365	25000000
St. Joseph's College (Autonomous), Devagiri	Autonomy	UGC	2014 365	2000000
Dr. Sabu K Thomas, Associate Professor, Department of Zoology, St. Joseph's College (Autonomous), Devagiri	DST	SERB	2019 1095	4507240
IQAC, St. Joseph's College (Autonomous), Devagiri	PARAMARSH	UGC	2019 365	3000000
St. Joseph's College (Autonomous), Devagiri	DBT STAR	MHRD	2019 730	11500000
Dr. Sabu K Thomas, Associate Professor, Department of Zoology, St. Joseph's College (Autonomous), Devagiri	AICOPTAX	MOEF	2019 730	3952680
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	22
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Conducting of FDP for the teaching nonteaching fraternity and programmes like seminar / workshops on IPR, industry academia and gender sensitization

MoUs with reputed institutions

PARAMARSH Scheme

DBT Start Scheme

RUSA Scheme

[View File](#)

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

Plan of Action	Achivements/Outcomes
CURRICULA ASPECTS: • Curriculum Restructuring revision of the syllabus in both UG PG programmes • Revision of the syllabus focusing more on employability enhancement of soft skills • Introduction of new academic programmes both UG PG Streams • Starting up of certificate courses which concentrates more on skill development • Discussion of syllabus with experts inviting valuable suggestions from them. • Compulsory	• The restructuring of curriculum were done w.e.f. from 2019 admission syllabus revision in all discipline were also put into practice • Topics which orient more on employability development of soft skills are incorporated in the syllabus • Together with the syllabus of each disciplines, the college prepared programme outcomes, programme specific outcomes course outcomes is published in college website • Three new UG programmes –

Social Service as part of UG Curriculum • Introduction of capacity Building programmes in the UG level • Discussion on academic collaborations with abroad universities • Collection of feedback from teachers, students, subject experts, alumni, PTA and academicians for analyzing the quality of syllabus. • Organizing BoS meetings in each discipline to discuss the matter of syllabus revision • Submitting the proposal of syllabus revision for ratification approval to • Encouraging faculty members to attend refresher courses/ seminars/ workshops to get insights on the new areas of syllabi revision • Developing of teaching plan by the course teaches submission of the same to IQAC • Discussion on introduction of student exchange programme with colleges belonging to far away states in India	B.Com Finance, B.Com Professional, BA English Language Literature in Selffinancing Mode and an additional batch for MSW were introduced for the academic year of 20192020 • Certificate courses which gave emphasize on skill development such as plant propagation terrace farming ornamental fish farming aquarium setting, statistical data analysis, communicative English Preplacement training, foreign language studies, French German, Service Selection Board Training for NCC Navy Army wing Diploma in counseling were introduced during this academic year • In addition to the certificate courses, 10 new value added courses were introduced specifically for students in certain disciplines • Board of Studies meetings of various disciplines were organized during the academic year that lead to the revision of both UG PG syllabi • Feedback from all the stakeholders on syllabus were collected and analyzed by IQAC was submitted to the BoS Then to the academic council Governing Body for approval • The academic council Governing Body in their meetings approved the proposals of syllabus revisions submitted by the BoS • Social service was incorporated in the curriculum of UG programmes was made mandatory •As part of capacity building 6 programmes on different areas such as fitness, yoga etc. were organized special programmes giving more emphasize on arts were also introduced during this academic year • Discussion on academic collaboration with US education systems were undertaken as such MoU between Devagiri Virgina common Wealth University, Richmond, USA was signed on 01/11/2019. Based on this 11 model student transfer for masters programs such as MA Economics, M.Com M.Sc. Statistics year 2020 was introduced. • Teachers were given financial assistance to attend seminars and workshops which will in turn help in framing syllabus in adoption of new methods of teaching. • The teaching plan prepared by the IQAC core members and on the basis of this academic calendar is also prepared for each semester.
TEACHING – LEARNING AND EVALUATION:• A general staff meeting to be convened in the beginning of the academic year to	• In the beginning of the academic year, a general staff meeting was held the entire academic year were allotted

make the teaching the nonTeaching fraternity aware of their duties responsibilities and in general, the code of conduct to be followed. • To arrange a discussion on framing academic calendar including the examination schedules. • Conduct of internal external examinations both for UG PG as per the academic calendar. • IQAC, to watch on strict adherence to academic calendar. • Conduct of seminars/workshop for teaching staff on LMs and Econtent preparation. •Providing facilities for econtent development. •Giving guidelines to the teachers for the preparation of question bank giving suggestive criticisms by employing external evaluators for the scrutiny of question bank. •Online attendance entry to be made mandatory necessary actions to be taken in case of attendance shortage. • To verify the conduct of both internals in right time. • Conduct of camp valuations and declaring of results in the right time. • Evaluation of the end semester result in the respective departments then in the meeting of the respective BoS. • Preparation distribution of tutorial records to the tutors of each class and conducting tutorial hours meeting with the students. • Identification of slow learners advanced learners. •Providing bridge courses remedial coaching for the slow learners. • Providing more exposure for the advanced learners by introducing additional programmes in the curriculum. • Importance for scholar support programme ASAP • Taking feedback from the students on teaching and learning and addressing the grievances registered by the students on examinations. • Introduction of walk with a scholar programme. • Introduction of employability enhancement capacity building courses. • Organizing takes of externals from reputed institutions. • Having collaborations with reputed institutions industries. • Conducting academic audit for the current year.

among various teachers as coordinators. The list of the coordinators were recorded in the hand book and IQAC very careful examines whether the duties are properly attended by the co_ordinators. • A committee was assigned the duty for drafting academic calendar. The draft was submitted to the college council for approval. The college council after complete verification gave approval for the academic calendar it was published in the college handbook • Internal external examinations were conducted as per the schedule given in academic calendar the conduct of valuation camps wre done on time. The result of internal evaluations were time and displayed on notice board. Grievances in these cases were invited rectified at that time itself. The students can view their end semester result from the portal. • For providing knowledge on learning management system (LMS), the IQAC took the initiative in conducting various seminars workshops by seeking the help of external exports. The college management provide financial assistance for the conduct of such learning programmes. Teachers in various disciplines were given opportunities to prepare econtents on different topics and financial support was provided for same and the link is provided in college website. • Every teacher is given instruction to take on time attendance the consolidated report of attendance is examined by the CoE IQAC and necessary actions in case of shortage of attendance is taken. • After the declaration of results by CoE , in every semesters an evaluation meeting is conducted in the departments and finally it is discussed in the BoS committee is incorporated for the improvement of academics. • Soon after the first year admission of both UG PG was a year, tutorial records which include the detailed profile of the students are prepared and was distributed to the respective tutors. Tutorial hour meetings are conducted and a personal counseling takes place in this hours. Grievances on teaching is addressed by the tutors timely and through that, slow learners advanced learners categories are identified. • To equip the slow learners, bridge courses were started and after each

	semesters internal exam are over, based on the internal marks secured remedial coaching classes are arranged for the weak students. • Ample number of seminars, workshop, invited talks and introduction of certificate courses and value added courses helped in providing more exposure for the advanced learner category. • Scholar support programmes ASAP were given more teaching programmes like civil service training programme and other competitive examination coaching. •78 seminars/workshops/invited takes at regional state, national international levels were conducted during the academic year. • Under the initiative of IQAC, 8 faculty development programmes were conducted during the year.
RESEARCH, INNOVATIONS AND EXTENSION: • Promotion of research atmosphere in the institution • Encouraging teachers having PhD to apply for guideship and to enroll maximum number of research scholars. • Encouraging teachers to attend seminars/workshops on research methodology • IQAC to take initiative to encourage the teachers to take minor/major projects • Encourage teachers to publish articles in peer reviewed journals and IQAC should examine the quality of publication and ensure to secure impact factor. • To provide seed money for the faculty members for the promotion of research. • Financial assistance to be provide for the faculty members to be attend conference/workshop/or for acquiring professional membership & for paper presentations. • Encouraging teachers to attend refresher courses in their own disciplines. • IQAC to provide guidance for submission of proposal for seminar/workshops & minor/major projects. • provide financial assistance for the faculty members to make publications. • The operation of consultancies should be promoted which will help in promoting the culture of sharing knowledge. • The college should take initiative in providing training for corporates. • The college should encourage the faculty members & research scholars to apply for awards in various fields. • organize sessions related to IPR & industry academic. • Encourage the students to get involved	• IQAC organized a meeting with the research cell & enquired about the various possibilities of improving research culture in the campus suggestions were given by the committee members & IQAC tried to frame policies which will help in inculcating a culture of research in every discipline in the future. • In the meeting with the increasing the number of guides & in increasing the no. of research scholars. As such in this academic year, the total no. of faculties having guideship increased to 36 and the no. of Ph.Ds awarded was 4 • Under the initiative of IQAC, workshop & seminars on research methodology was conducted. Other than that, different programmes in related fields were identified by IQAC and the teachers were informed about these programs timely. • As part of RUSA scheme, funds were allotted for the improvement of research and as such IQAC took initiative to encourage the teachers to take either minor/major projects. This year 24 faculty members were engaged in minor projects and 2 in major projects. • For encouraging the faculty as well as research scholars to publish article in well reputed journals IQAC took decision on providing financial assistance. Many of the teachers were provided with seed money for conducting research also. • IQAC took initiative for sending teachers abroad for presenting paper in international conference. Financial assistance were provided for this

in start-ups & to create a new environment of innovative systems. • Initiatives to be taken to conduct programmes which will inculcate in the mind of young generation an attitude towards research • Financial assistance in the form of scholarships for the students who do not possess any other assistance to be implemented. • Encouraging the advanced leaners category to allain JRF by providing intensive UGC coaching in all disciplines • Initiative to publish Devagiri Journal of science. • Promotion of social extension activities to make aware the students on social issues & holistic development. •Programmes orienting on gender sensitization to be organized. • Take on environment sustainability to be promoted. • MoUs with international organizations under the student & faculty exchange programme to be introduced. • Linkages with several institutions either in academic field/those NGOs which are fully involved in the social upliftment of the marginal class has to be promoted. • Encourage students to participate in social extension activity such as Swatch Bharath, NSS, NCC, Blood donations etc. • More emphasize to be given for the maintenance and purchase of new equipments which is very much essential for promoting the field of research • Purchase of the latest version of statistical software. • Quality initiatives to be taken to increase the quality of research. • Conducting meeting with the Research cell to update their needs & grievances. • Training programmes for the library staff to be organized and to take initiative for the installation of new software in library

purpose and around 11 teachers went to other nations for participation in international conference. • For the updation of knowledge in their own subjects, IQAC encourage teachers to attend refresh courses in this own disciplines. • IQAC organized a meeting with research cell and gave guidance on preparing a proposal for the minor/major projects & for conducting seminar/workshop. • For publishing & for injecting an interest in writing research paper, IQAC conducted seminars on different software & on plagiarism check which will help the researches to improve a lot. Financial assistance was also provided for publishing articles in peer reviewed journals and foe the publication of book. • Consultancy policies were being framed by IQAC. It helped in sharing our knowledge with the needy. As such by giving consultancy, the institution was able to raise revenue out of it. Also initiatives were taken to conduct corporate training. • several awards were the faculty member of the institution could apply for, was identified by IQAC • Different programmes on IPR and industry academia were organized under the guidance of IQAC. • Incubation centers and start-ups are gaining importance and such students were encouraged to attend training programmes on start-ups. The college also organized talks on business plan preparation, entrepreneurship etc. • Under RUSA scheme and from the part of management scholarships were provided for those students who are engaged in research but are not receiving any other grants. • Intensive UGC-NET /CSIR coaching were given by each disciplines which

INFRASTRUCTURE AND LEARNING RESOURCES: • Identify the areas were development has to be brought into effect. • Allocation of fund for the addition of infrastructure and learning resources • Maintenance of the existing infrastructure •Entrust the HoDs to have a survey on the existing infrastructure, learning resources and their further requirements. • Development of library infrastructure • Upgrading of the already existing software • Inviting proposals from the

• The IQAC conducted a feedback on the infrastructural needs of the college and the feedback was collected from students, teachers, non-teaching and from parents. • Inspite of the feedback collected, HoDs were asked to submit proposals indicating the infrastructural requirements of their respective departments •?Based on the list of requirements for purchase & maintenance collected by IQAC from different departments & also from the institutional feedback, the college

librarian regarding the updation and renewal of e-resources related to library. • Completion of the construction of indoor stadium and to open it for students of the institution as well as for the public • initiative to increase the no. of smart class rooms in the college. • Implementation of digital display board in the campus. • upgrading of college website. • Facilities for the development of e-contents. •Implementation of college software which handles the student portal ie, admission, academic attendance, examination and TC issuing. • construction of additional sick room for ladies.	administration completed the maintenance work on physical facilities before the college reopens for the new academic year •?Finds which were allocated for the purchase of equipment & addition of infrastructure were completely utilized •?The networking system was upgraded & the technical issues pointed by the departments with regard to Wi-Fi connections were completely rectified •?Upgrading of software in library like KOHA, D-Space & Greenstone were done. Similarly the subscription of N-list & other E-journals were renewed •?To provide information to the students regarding the searing arrangements for exams & all, a Panasonic digital signage board was installed. It helped in providing all sorts of information to the students very easily •?All the class rooms in the college were equipped with smart classroom provisions like LCD projector etc. •?The college was able to develop a software of its own for covering different aspects in administrative side. It includes modules like admission, attendance, examination module & TC. •?Construction of indoor stadium was completed & it was opened for the public & as such coaching camps & tournament at different levels were conducted. A small amount is charged for the usage of physical infrastructure by the public •?As per the feedback from the students, teachers & administrative wing, changes were brought in website •?Developing of e-contents was encouraged and as such facilities for developing e-content were made available in the media room. The mass communication department was given the control of developing e-contents. •?As the percentage of girl students & lady teachers in the college increased, a need for ladies sick room was suggested through the feedbacks collected. As such lady sick rooms were made available in each block •?Student utility Facilities were provided by utilizing RUSA fund •?For further development of the college, fresh proposals were submitted to the external funding agencies for infrastructural facilities
STUDENT SUPPORT AND PROGRESSION: • To undertake the process of admission, an	• An admission committee is set up by the principal which constitutes

admission committee to be setup. • Conducting of both UG PG admission interviews. • Organize induction programmes for the fresher's in both UG PG programmes. • Familiarize the student portal • Providing informations on scholarships to the new comers. • Appointment of ragging prevention committee and discipline committee for the academic year • Organizing class wise and hostel wise visits by the antiragging and discipline committee • Provide awareness on certificate and availability in the college. • Starting up of coaching for competitive examinations. • Conduct programmes in the field of soft skill development. • Invite big firms/ industries for conducting massive job drive. • Job training and carrier counseling programmes to be introduced. • Provide awareness on student support programmes such as ASAP, walk with scholar programmes etc. • Plan to implement different capacity building programmes. • Implementation of employability enhancement training course. • Starting up of UGC training programme. • Introduction of foreign language training. • Introduction of selfemployability programmes. • Conducting of entrepreneurship awareness programme which helps in orienting on incubation and startups. • Monitoring of the operations of counseling centers and of the students internal grievance redressal cells. • Selection of students to various clubs and forums such as NSS, NCC etc. • Organizing PTA meeting semester wise. • Conduct of college union election in presidential system. • Selection of students for participation in Bzone and interzone both in the case of arts sports. • Organizing of different coaching camps for the sports students. • Monitoring of the department association activities both academic and nonacademic. • Monitoring the operations of career Guidance Cell and giving guidance to the cell to organize more programmes on self skill development for the students. Also encourages the cell to invite more companies institutions for campus placement drives • Conduct of alumni annual meet department wise alumni meet •Monitoring the operations of student

principal as the chair person, two admission coordinators representing the aided stream & self-financing stream, 3 core members who have more experience in conducting admission process, the vice principal, the ex-officio coordinator, software technicians, HoDs, Dept admission coordinators and technical staff, office superintendent and a lower division clerk. Under the guidance of admission committee, college prospectus is prepared for both UG & PG and both the admissions were completed as per the schedule published in college website •induction programmes are organized for the fresher's where in external experts from educational field provided a training for the freshers. Both the students & parents participated in this programme • The Vice Principal of the College who is in charge of the student portal explained the importance of student portal to the students and how it can be operated • He explained the various modules covered in the student portal such as the academic calendar, attendance time table, internal marks, etc. • Notice on different scholarships which the students can avail during their period of study is distributed among the students so as to familiarize them with the different schemes. • As per the UGC norm, a ragging prevention committee & discipline committee is appointed by the principal and they are entrusted with the duty of giving awareness for the senior students on the laws related to ragging & the disciplinary actions followed in the college. • The academic co-ordinator of the college approached every department HoDs and gave a glimpse of the different certificate and value added courses offered by the college during the academic year. • Under the RUSA fund, the college organized a large number of coaching and training programmes for competitive examinations. It included trainings such as civil service training, UGC NET-CSIR coaching etc. • The college organized programmes in career and soft skill development under the guidance of DISC. SSB training was conducted in which 59 students participated. Other than these programmes employability enhancement training courses were

council ensure the representation of students on academic administrative bodies • Give guidance to the IQAC department coordinators tract the progression of the pass out batch • Collection of data pertaining to on campus off campus placement and higher studies.	arranged all through the academic year. • The college was able to bring big firms / industries for campus recruitments. Massive job drives in the college helped the final year students in UG & PG to get placed. • MoUs were signed with different organizations like Jomin & Jismy Pvt. Ltd. A Day Walker Entertainment Pvt. Ltd, ULCCS Cyber Park, ALS etc which provided soft skill training and internships for the students of this college. • Coordinators were appointed for running students support programmes such as ASAP, Walk with a Scholar etc. Training programmes were conducted with the aim of providing job opportunities for the students. Academically bright students were identified in the walk with a scholar programme and they are provided with high exposures and as such many of the st
GOVERNANCE, LEADERSHIP AND MANAGEMENT: • Drafting of the action plan for the academic year and also of the academic calendar in consultation with CoE and the submission of the same to the higher authority for approval. • Preparation of college Handbook. • Applying for new programmes to be launched to be in next academic year. • Collection of data for the participation in NIRF, AISHE, NAAC etc. • Conduct of IQAC meetings of the core committee for reviewing the activities of IQAC. • Initiative for conducting financial and academic audit. • Fund allocation in different heads and monitoring of the utilizations. • Applying for PARAMARSH scheme. • Initiative to undertake a programme under Unnath Bharath Abhiyan. • Applying for the second phase of RUSA fund. • Initiative full automation in all the areas of administration, finance and accounts, student admission, exams and IQAC documentation. • Collection and analysis of feedback collected from the students, parents and teachers. • Conducting of SWOC analysis. • Ensuring the confidentiality in the preparation of question bank. • Monitoring strict adherence to academic calendar. • Initiate steps for the time bound completion of data collection for academic audit. • Bringing about updation in website.	• The action plan for the academic year was prepared under the supervision of IQAC and it was submitted to the higher authority for approval. The governing counsel after discussing in detail the action plan, give suggestions and al the suggestions were in corporated and the committee approved the same. • Academic calendar was also prepared in consultation with CoE and was also submitted for the approval. The governing counsel approved the same and it was uploaded in the website. • College Handbook committee prepared the Handbook and published it in the beginning of the academic year. A copy of the same was distributed to all teachers and students. • Initiative was taken from the part of the college authority to apply for new programmes and the proposal was submitted to the University for the approval by the BoS. As such 3 new programmes in UG and 1 in PG was introduced in this academic year. • IQAC took initiative in collecting data from the teachers and insisted the department coordinators to consolidate the data and submit it to IQAC with a view to participate in NIRF, AISHE etc. the college was able to submit data for NIRF and AISHE timely. • IQAC core committee meetings were held in every month to review the activities of IQAC. In certain months department IQAC coordinators meetings were also called in to ensure that the

	duties assign to them are properly operated. All together 22 meetings were convened in this academic year. • At the end of the academic year IQAC conducted an academic audit internally to analyse the performance of the college and to ensure quality in higher education. In the case of financial audit two external agencies were invited for conducting audit. Deputy Director of Collegiate Education, Calicut and AG's office, Thiruvanathapuram, were the external agencies who did the financial audit. • The college applied for the PARAMARSH scheme which oriented on mentoring the neighbouring colleges for NAAC accreditation process. The received funds under RUSA scheme and IQAC in collaboration with the RUSA cell in college monitored the utilization of fund. • In case of social extension, college signed MoU with the District Collector and Child and Women Welfare Departments under the little happy hill project which aimed at providing helping hand to the old age and rescue homes. As such the college adopted Asha Bhavan and this project was under the scheme of Unnath Bharath Abhiyan. • The college under the guidance of IQAC applied for the second phase of RUSA and settled the accounts of first phase of RUSA. • Full automation in areas such as administration finance and accounts and student admission was implemented. • Institutional feedback was collected from the final year students. The report of the same has been submitted to the college council. • SWOC analysis were discussed with the apex authority actions to be implemented for the improvement in the next year was charted out. • In the preparation of question bank, IQAC ensured
INSTITUTIONAL VALUES AND SOCIAL RESPONSIBILITIES:• Code of conduct for students, faculty and non-teaching staff to be published in the college Handbook. • Monitoring in the adherence to the code of conduct. • Monitoring the activities organized by college and checked the compatibility with the vision and mission of the college. • Encourage the students to conduct programmes which emphasized on human values and ethics. • Organize	• The college authority including the manager, principal, IQAC Director and the Administrator of the college monitored the performance of the teachers and nonteaching staffs and the students. They visited the departments in both semesters interacted with teachers and addressed all the grievances of the teaching fraternity. Principal convened the meeting of nonteaching staff every month to follow up the office procedures. ID tags were

programmes on promotion of gender equity. • Identify the locational advantages and institutional situatedness and organize programmes which cover up this advantage . • Encourage students to undertake projects that contribute more to local community. • Green campus initiative and environment sustainability programmes. • Encourage students to conduct programmes which promotes universal values. • E-waste management and maintenance and adding up the capacity of rain water harvesting. • Planting of trees as part of disciplinary action on the students for minor cases. • Introduction of new best practices . • Monitoring the activities undertaking by NSS, NCC, Bhoomitrasena and other clubs and forums.

made mandatory and this committee verified whether the code of conduct is strictly followed. • Programmes on human values and ethics were organized. • Under the initiative of IQAC and Women Welfare Council Gender Sensitization programmes were organized. Transgender category was also given equal space in decision making. • Students were organized under the guidance of teachers to extend a helping hand to the people living in poor conditions as such more than 80 programmes were organized under the title of social extension. Also flood relief activities were also conducted by the college. • As the college resides in township, locational advantages are many and so programmes orienting on locational advantages were organized by different clubs and forums. More than 12 programmes were organized in this context. • Students were encouraged to undertake projects that contribute more to local community. The MSW department of college in collaboration with NGOs organized field work as part of their curriculum. • Plastic free campus was mandatory implemented facilities for waste segregations and disposal were provided. Ewaste management was also implemented and pen bin box was introduced in the college. • Sapling of trees by the students of all departments in the campus and outside was encouraged and more than 1910 trees were sapled as part of world environment day. • IQAC took initiative to conduct programmes which promoted universal values. • A best practice KYC was introduced under the initiative of IQAC. Know your college residential camp was for the first year students who're fresh and new to the college. • The discipline committee of the college, as part of disciplinary action on students for minor cases implemented an action of planting trees which creates an attitude of commitment belongingness to the environment. • The students union introduced a "Honesty Shop" – An unmanned shop in the college which helped to prove the honesty of the students in the college. • IQAC instited the coordinators of all clubs and forums to prepare the report of all activities organized by them that

	promoted universal, human and national integration values. The coordinators submitted to the same to the committee and was consolidated by the IQAC committee. It was kept for academic audit.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body, St. Joseph's College (Autonomous), Devagiri	05-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	29-May-2020

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	MANAGEMENT INFORMATION SYSTEM All the departments and the administrative office are connected through LAN which enables centralised storage and efficient retrieval of data. The office automation system of the College MIS (Management Information System) has different modules such as admission, attendance, examination, teachers' evaluation, students' portal and Principal's view. These modules extend support to the college administration in all its activities from receiving online application for admission to publication of results and issue of transfer certificate. 1. Admission: this module facilitates online application, index calculation, rank list publication, allotment of seats and storing basic data of students. 2. Attendance: This module helps in real time entry of attendance by respective teachers, review of attendance by parents, students and teachers, and

also preparation of final report of attendance. 3. Examination: Timely entry of internal as well as external marks of students and preparation and publication of score sheets and storage of the same are possible with the help of this module. 4. Teachers Evaluation: This module enables the students and parents to evaluate the performance of the teachers and institution online. 5. Students' Portal: This is a very useful module that facilitates the students as well as the parents to view the performance and progress of the students online. 6. Principal's View: With the help of this module authorities can view all the data pertaining to each student and teacher. The college has distributed tablet computers to faculty members to facilitate realtime attendance, internal marks entry, attendance view, student details view for teachers etc. The college library is already functioning systematically enabled by KOHA. College library introduced Institutional Repository enabled by D Space, digital library maintained with greenstone.

<center>Part B</center>

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

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

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	ABAECO	Economics	24/07/2019
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BCom	Professional	13/06/2019	PRINCIPLES AND PRACTICE OF ACCOUNTING (GBCP1B01T)	24/07/2019
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSW	Social Work	17/06/2019

BCom	Professional	13/06/2019
BCom	Finance	13/06/2019
BA	English Language and Literature	13/06/2019
	View File	

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Professional	13/06/2019
BCom	Finance	13/06/2019
BA	English Language and Literature	13/06/2019
MSW	Social Work	17/06/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Basic Course in French	13/08/2019	115
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	53
	View File	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

1. Students feedback back on teachers: The questionnaire for feedback is prepared based on the standard questions published in the NAAC website. In every semester students are invited to give feedback on teachers. They do it online through the students portal. The anonymity of the students is well protected in the software so that students can assess their teachers fearlessly and truthfully. Once the stipulated time period for giving feedback is over, a consolidated class wise result will be made available to every teacher in teacher's portal. A first-hand analysis will be made by the software itself and the result will be presented in form of score and diagrams. The report of the feedback is also available for the principal and the manager. Based on this

output both the manager and the principal will address the teachers department wise and personally and give corrections for improvement. We organised a faculty development programme on Learning Management System to increase the competency of the teachers based on the feedback from students. 2. Feedback on Curriculum: Feedback on curriculum was collected from the first year students online with the help of a structured questionnaire. It was conducted with a view to analyse the recently revised syllabus. The same is collected from the external subject experts and the representative of industries in various Boards of Studies. This feedback is analysed at the department meetings and in the meetings of the Boards of Studies. The Boards of Studies, with the help of this input will revise the syllabus of various courses/restructure the curriculum periodically. 3. Student Satisfaction Survey: Students satisfaction survey is conducted every year. The output of this evaluation is analysed in the meeting of the management bodies. Major decisions on the improvement of student facilities are taken during these meetings. It was decided to construct a students utility centre and set apart a parking area for the students based on their feedback. 4. Parents Feedback: Collecting parents' feedback on quality of teaching-learning process at the time of class-wise PTA meetings. PTA secretary will consolidate the feedback and submit to the principal for further actions. 5. The College has a practice of conducting SWOC analysis at the institutional and departmental levels. The students who participate in the SWOC analysis also highlight the areas of support services where improvement is required. The output of this analysis is placed before the College society meetings and the Governing Body meeting. Authorities takes final decisions and prioritising the requirements based on SWOC report. In the case of SWOC analysis, student representatives from every year and each discipline participate in this operation. Even representatives from teaching and non-teaching. PTA and alumni also contributes to this venture and as such the comprehensive report prepared out of this analysis will give a complete picture of the performance of the College. As such this report can be used for the implementation of policies and measures for the holistic development of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Finance	60	2106	65
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2105	368	50	10	77

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used

ICT (LMS, e-Resources)	available	Classrooms			
137	135	36	81	81	36

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)
The college has got an effective students mentoring system which has been practiced for many years. From the day of admission every student gets proper mentoring and guidance on a regular basis. All the basic details of the students are properly recorded and kept in the softwares at the time to admission. These basic details will be available for the teachers, tutors and the authorities in their respective portals. All the data of the students ever since he joins the college namely attendance, internal and external marks, his achievements in extracurricular activities etc are properly recorded in the software from time to time. Mentoring with Parents is a best practice developed into a concrete model for effective parent involvement in the institution's mentoring system. A group of thirty students in case of UG and fifteen in the case of PG are assigned to a tutor. On the induction day, the tutor meets his/her students along with their parents and explains to them the institutional practice of 'mentoring with parents'. The contact details of the tutor are given to the parents and they are asked to keep in touch with him. Every tutor maintains good relationship with his students and their parents. The tutorial record of each student is maintained in a pre-designed performa wherein his/her personal details including the contact numbers of parents and the performance of the students in terms of attendance, internal and end-semester examinations are properly recorded. Everyday an hour is allotted for the tutorial meetings after the regular class time. According to a pre-designed schedule, the tutor meets his students as a small group and discusses all the difficulties relating to their studies and campus life. The tutor may decide to meet any student/parent in person if he/she feels the need for the same. When a student is found to be de-motivated or deviated, the tutor and parent collectively work out corrective measures and extend necessary support to the students. If found necessary, with the consent of the parents, students are directed to the college counselling centre for sessions with professionally qualified councillors. If students are found to be irregular in class, parents will be intimated by the tutors. The system has been further strengthened with the introduction of campus automation software. The software provides parents and tutors with the facility to track online the attendance and performance of the students in different subjects through the student's portal. The confidence level of the students gets substantially improved. The instances of dropouts have drastically come down. The success of the practice is reflected in the good academic environment on the campus, free from student-unrest, or any instances of misbehaviour. Several tutors have reported instances of guiding their students to premier institutions for higher studies and to lucrative careers. Through the Student Welfare Fund, and with the support of the department alumni and management, the College has been able to arrange financial support to deserving students

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2483	137	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
137	120	17	17	51

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Binoy Varakil	Assistant Professor	The Abraham Lincoln Excellence Award 2019

2019	Binoy Varakil	Assistant Professor	Lipi Pravasalokam Literature Award
2020	Dr. Tania Fransics	Assistant Professor	Best Poster Award - Indian Science Congress
2019	DR. RANIMOL STEPHEN	Assistant Professor	Recognition - Best paper presentation award at international conference on Emerging Frontiers in Chemical Science
2019	Dr. Vinitha Janardhanan	Lecturer	Best Poster Award - IV Biennial Conference of Ocean Society of India

View File

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ABAECO	6th Semester	25/06/2020	04/07/2020

View File

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

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
3	2468	0.001

2.6 – Student Performance and Learning Outcomes

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

https://www.devagiricollege.org/home/page/155/course-outcome

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ABSZOO	BSc	Zoology	32	31	96.88

View File

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.devagiricollege.org/uploads/ckeditor/2021_SSS-2019-20-Survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

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

Yes
Name of the teacher getting seed money
Dr. Sabu K Thomas
View File

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

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	NIL	NIL	Nill	NIL

No file uploaded.

3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DST-SERB	4507240	1010000

View File

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

27

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Entrepreneurship Awareness	Devagiri Incubation Startup Centre	22/08/2019
Seminar on Current Issues in Intellectual Property Rights	Economics	08/10/2019

View File

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
State Level Young	Dept. of Commerce	Government of Kerala	14/12/2019	State

Innovators Award				
Best Paper Presentation Award	Dr. Swapna V P	Emerging Frontiers in Chemical Sciences EFCS2019- International Conference	15/12/2019	International
Prof. K S Manilal Young Scientist Award	Mr. Shinoj K	IAAT	13/11/2019	National
Best Poster Awardee at 107th Indian Science Congress	Ms. Annie Stephy	Indian Science Congress Association	05/01/2020	National
Best Paper Best Presentation Award	Dr. Vinita Janardhanan	Indian Science Congress Association	15/12/2019	National
Best Paper Presentation Award	Ms. Bincy	ICSSR	31/12/2019	International
E-Poster Competition	Theertha T	1st Prize in E- Poster	31/12/2019	National
Poster Making Competition	Sivakeerthana P	District Administration, Calicut	31/12/2019	District
RUBIKS CUBE	Safvan K P	Brilight Intercollegiate Science Fest	31/12/2019	Regional

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Chemistry	1
Zoology	1
English	1
Mathematics	1

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

Type	Department	Number of Publication	Average Impact Factor (if

			any)
International	Zoology	6	1.26
International	Botany	9	0
International	Chemistry	3	3.38
International	Hindi	2	0
International	Commerce	4	0
International	Economics	2	0
International	English	1	0
International	Computer Science	3	0
[View File](#)			

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

Department	Number of Publication
Botany	1
Chemistry	1
Economics	2
English	2
Physics	1
Zoology	2
Computer Science	6
Malayalam	1
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	00	Nill
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Targeting Toll like Receptors in Cancer: Role of TLR Natural and Synthetic Modulators	Arunaksharan Narayanankutty, A Sasidharan, JT Job	Current pharmaceutical design	2019	2	St. Josephs College (Autonomous), Devagiri	2
[View File](#)						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Free Volume Defects and Transport properties of mechanically stable polyhedral oligomeric silsesquioxane embedded poly(vinyl alcohol)-poly(ethylene oxide) blend membranes	V P Swapna, PMG Nambissan, Selvin P Thomas, Abitha V K, Thomaskutty Jose, Soney C George, Sabu Thomas, Ranimol Stephen	Polymer International	2019	2	2	St. Josephs College (Autonomous), Devagiri

View File

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	62	121	18	32
Presented papers	18	16	4	14
Resource persons	3	18	28	18

No file uploaded.

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Statistics	Statistical Analysis	Dr. ATHIRA P	20000

View File

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

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
DISC	All in One School Software	Silver Hills High School	64000	40

View File

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Seminar on Waste Management Organic Farming for Kudumbhasree Unit of Medical College	NSS Devagiri	4	60
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Proud Partner- Happy Hill Project - Leveraging Potential of Educational Institution for Social Empowerment	Recognition	Govt of Kerala	110
PARAMARSH Scheme - Empowering our Nearby Colleged	Recognition	UGC	1500
Shastrapadam - Empowering Higher Secondary School Students	Recognition	Govt of Kerala	232
Happy Hill Project - Comprehensive care development to the inmates of welfare homes rescue fomes	Recognition	Women Child Development department of Govt of Kerala	175
Educational Support for the School of differently abled children - construction of library	Recognition	STARS Trust (State Level)	300
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swatch Bharath Abhiyan	NCC Devagiri	NCC Day Cleaning -	2	30

	Kuthiravattom Mental Hospital Calicut		
	View File		

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaborative activities for research	Dr. Tania Francis & Dr. Meril Mathew	KSCSTE	365
Collaborative activities for research	Dr. Renjis T Tom & Dr. Satheesh George	NIL	365
Collaborative activities for research	Dr. Saumya Varghese & Dr. Sindhu S	NIL	365
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Field Work	Block Placement	The Richmond Fellowship Society, Bangalore	02/01/2020	31/01/2020	Krishnapriya M V
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Virginia Common Wealth University, USA	16/10/2019	11 Model Student Transfer for Masters Program 22 Sharing Model for UG Programs	8
University of Technology, Malayasia	13/07/2020	Student Faculty Exchange	2
Child Development Department, Government of Kerala (Happy Hill Project)	10/02/2020	Providing Comprehensive care development to the inmates of welfare home Rescue homes	122

MES College of Arts and Science, Kalanthode	17/09/2019	Mentoring the institution under PARAMARSH Scheme	800
St. Xaviers Arts and Science College	17/09/2019	Mentoring the institution under PARAMARSH Scheme	650
Alphonsa College, Thiruvambady	17/09/2019	Mentoring the institution under PARAMARSH Scheme	950
LISSAH College, Kaithapoyil	17/09/2019	Mentoring the institution under PARAMARSH Scheme	850
Holy Cross Institute of Management Technology, Calicut	17/09/2019	Mentoring the institution under PARAMARSH Scheme	750
ULCCS Ltd.	26/06/2020	Skill Based training Education and Research	2473
Day Walker Entertainment Private Ltd. Calicut	29/06/2020	Skill development, Outcome based training and internships	2473
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20000000	21988142

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA (ILMS)	Fully	20.05	1999
GREEN STONE (Digital Library Software)	Fully	2.83	2006
DSpace (Institutional Repository)	Fully	5.6	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	65544	23769435	846	394157	66390	24163592
Reference Books	1502	1254957	12	14544	1514	1269501
Journals	142	47094	6	38898	148	85992
e-Books	278999	35400	999	2950	279998	38350
e-Journals	169999	35400	999	2950	170998	38350
CD & Video	902	135705	28	23800	930	159505
Library Automation	4	212000	1	2000	5	214000
Weeding (hard & soft)	3866	128172	232	3477	4098	131649
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. T K Muraleedharan	Lectures on Linear Algebra | Lecture - 1 Addition of Vectors	Institutional Learning Management System	18/10/2019
Dr. T K Muraleedharan	Lectures on Linear Algebra | Lecture - 2 Structure of Rn	Institutional Learning Management System	07/11/2019
Dr. T K Muraleedharan	Lectures on Linear Algebra | Lecture - 3 | Geometry of R3	Institutional Learning Management System	03/01/2020

Dr. T K Muraleedharan	Lectures on Linear Algebra | Lecture - 4 | Linear Spaces	Institutional Learning Management System	04/01/2020
Mr. Robin Xavier	A Seminar on Ecocriticism	Institutional Learning Management System	10/06/2020
Dr. T K Muraleedharan	Lectures on Linear Algebra | Lecture - 5 | Subspaces	Institutional Learning Management System	10/06/2020

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	205	8	2	10	1	9	17	200	0
Added	31	1	0	1	1	2	3	0	2
Total	236	9	2	11	2	11	20	200	2

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

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Recording Studio	https://youtu.be/iK_dfHdHwV4
4K Camcoder	https://youtu.be/iK_dfHdHwV4
DSLR Camera	https://youtu.be/iK_dfHdHwV4
Audio Mixer	https://youtu.be/iK_dfHdHwV4
Condenser Microphone	https://youtu.be/iK_dfHdHwV4
On-camera prompters	https://youtu.be/iK_dfHdHwV4
Tripods	https://youtu.be/iK_dfHdHwV4
Teleprompter	https://youtu.be/iK_dfHdHwV4

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5121940	1553788	18953638	3044705

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Laboratory: The HoDs are expected to report to the Financial Administrator the requirements for repair and maintenance in laboratory as and when required. They are invited to submit proposals consisting the requirements for major repairs, procuring equipment and upgradation of the laboratories to be submitted to the Financial Administrator every year by the end of the academic year. Administrator will consider the heads in the budget allocationof the college in the ensuing financial year. With regards to the external funding for laboratory upgradation, the College strictly adhere to the UGC guidelines for procurement and utilisation of equipment. Though preference for the utilisation of laboratories is given to our students, those from other institutions also are permitted to use the facilities of labs with special permission. Library: The Library Advisory Committee meets once in every month and reviews the functioning of the library, facilities available and suggests required measures to update the library. They also consider the proposals submitted by various departments for the purchase of books, journals and E Learning resources and decide on the purchase depending on the availability of funds. Sports and games: The College has three well qualified physical education faculty members who train and motivate the students for various inter-college competitions. The institution has a tie-up with Sports Authority of India (SAI) for providing coaching in volleyball and athletics. The College avails the service of eminent coaches in football, basketball, cricket and badminton. Three employees are appointed to regularly maintain the grounds, courts and sports equipment. The play grounds and stadium of the College are made available to nearby schools and other institutions for practice and to conduct matches and sports meets. Charging minimum rent for outsiders raised revenue for maintenance. Facilities are made available for public. .Annual sports days for staff and students are conducted. Specialised coaches appointed on contract basis Computers Regular up-gradation of the computers on the basis of the suggestions from the Heads of the Departments and lab technicians. The College has appointed a system engineer and supporting staff for the maintenance of computers and their accessories. Regular maintenance of the systems is carried out by the service engineer. In case of any major problem, services of experts from professional companies are called for. Computers and accessories procured under UGC assistance are maintained through AMC. Classrooms The college ensures that all classrooms and seminar halls are equipped with LCD and computers with free high speed internet connectivity to facilitate prompt access to e-learning resources. Classrooms, furniture and other equipment are allotted to the departments to ensure their optimal utilization for conducting curricular and co-curricular activities. The facilities are also used for conducting distance education programmes, hosting banking recruitment examinations, University examinations and examinations of the Institute of the Chartered Accountants of India, Institute of Company Secretaries, UPSC and the State Public Service Commission. The spaces are also utilized for conducting corporate training programs as per the need.

https://www.devagiricollege.org/home/viewbtn/37

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	MANAGEMENT SCHOLARSHIP	106	1096062
Financial Support from Other Sources			

a) National	From Govt and NGOs	616	13864841
b)International	nil	Nill	0
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
SSB Training	13/11/2019	59	NISA, Kerala
[View File](#)			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	NET Examination Coaching	265	Nill	55	Nill
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Wipro Ltd	49	17	Off campus	290	178
[View File](#)					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	11	BA Economics	Economics	St. Josephs College, Devagiri	MA Economics
[View File](#)					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year

(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	55
GATE	5
CAT	3
Any Other	18

No file uploaded.

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

Activity	Level	Number of Participants
Niravana - 19 National Level Management Fest	National Level	300
[View File](#)		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	National Gold Medal in Firing in Thal Sainik Camp	National	1	Nill	18URCH45	Priya Joshy
[View File](#)						

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

St. Joseph's College Devagiri has an active College Union which organizes a variety of programmes to promote leadership and talents of the students. The office bearers of the College Union are selected through the election conducted as per the rules and regulations of the affiliating university. College Union representatives are The Chairperson, ,The Vice Chairperson, The General Secretary, The Joint Secretary, The UUC, The Fine Arts Secretary, The Magazine Editor and The General Captain, The Chairman :Preside over all meetings of the Union, regulate and control the meetings , The Vice Chairperson: Assisting the Chairman and perform the duties of the Chairperson in his/her absence, The General Secretary: Issues notices for the meetings, keep the minutes, in charge of the conduct of Union activities and the custodian of all records relating to Union, The Joint Secretary : Treasurer, The UUC: Represents the students of the college in the University Union., The Fine Arts Secretary : Organize activities for promoting the artistic talents of the students., The Magazine Editor: Publication of College Magazine, The General Captain : Coordinating Sports events, Secretaries of Associations: Organising department wise activities, Various academic and administrative bodies that have student representatives on them. There are student representatives in IQAC, Library Advisory Committee, Students' Grievance Redressal Cell, Ethics Committee, Women's Welfare Council, Magazine Committee, NSS Advisory committee, Extra Curricular Committee, Fine Arts committee, RUSA, Grievance Appeal Committee, Anti-drugs Squad, Career Guidance and Placement Cell, Canteen Committee, Oratory Club, Devagiri

Newsletter Committee, Blood Donors club, Bhoomithrasena, Quizz club, Entrepreneurial Development Club, Tourism Club, Students Welfare committee, Internal Complaints Committee. Activities of the College Union During the academic year : • TRY OUTS : In association with Decatholon, on 27 September 2019, a sports tryout game • ADVAYA: College Union Inauguration. A full day cultural fest followed the inauguration program. • UZHAM: Devagiri debate club inauguration • MEESHA : Men's day celebration • ARTS EXPO • Devagiri FEST • A thematic dance competition at the department level • Food fest was also there as part of the festive occasion. • EIRA: Christmas day celebration • Sports Day • Sports victory day and jersey distribution • The 'PUMKIN TALES': The fine arts day • Online competitions • Medical camp: A Check-up Camp for vision problems, free of cost. An awareness program about the novel corona virus attack in association with IMA and health department of the Govt. of Kerala. • Inter department competitions: • Magazine Competition • Rebound 2k20: Basketball Competition • Waka Waka (football) Competition • Spike 2k20: Volleyball Competition • Howzat: Cricket Competition • Sports Day of the college Chess competitions, Badminton, Basketball, Volleyball competitions were held along with athletic meet. • IPM Fund collection • Online Passport registration Voter ID registration Various music concerts, Seminars on various academic topics and Career guidance were organized. • The prestigious debate competition, "speak for India "in sponsored by the Federal bank, was held in our college in association with the college Union. • Nirvana-National Intercollegiate management fest • Flood

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered alumni association. The executive members of the association conducted three meetings during the academic year. Annual alumni meeting were conducted on 14 February, 2020. Annual general gathering of the meeting was preceded by department level gathering. Alumni members who passed out from the college before 1970 were honoured. New scholarships established by alumni were officially declared during this function. All the departments except that of the newly started programmes organised alumni meeting at the department levels. NCC ARMY ALUMNI ASSOCIATION 23 November 2019. Many ex NCC Army cadets participated. Deputy Group Commander Col. Babu Francis, the Chief Guest of the function launched the Alumni logo and lighted the lamp. Ex-cadets Ebin Babu and Nithin Ramachandran were nominated as the Secretary and Vice President of the Alumni Association. Cricket Alumni of the College organised an All Kerala Inter Club Cricket Tournament in the college which lasted for one week. The college alumni chapters namely Dubai Chapter, Bangalore Chapter conducted their respective alumni association gatherings during the academic year.

5.4.2 – No. of registered Alumni:

843

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

180655

5.4.4 – Meetings/activities organized by Alumni Association :

General Annual Alumni Meeting, Sports Alumni Meeting, Department wise alumni meeting, Flood Relief activities by alumni, Scholarship by alumni

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Syllabus Revision Since the conferment of autonomy to the College, the second major revision of the syllabi of various programmes took place during 2019-20. This effort was quite successful thanks to the collective efforts of the entire staff and decentralisation and participative management strategy. The entire process started with the notice of the principal to the Chairmen of all the Boards of Studies to kick start the process of syllabus revision of all the UG and PG programmes. The Chairmen, in turn, entrusted the teachers in the department to prepare a draft of the new syllabus incorporating the desired changes. Teachers after having referred to the syllabi of the premier institutions in the country, and considering the recent developments in the subject concerned prepared a draft. The same is presented in the meetings of the Boards of Studies. After presenting the draft syllabi of various courses, the external subject experts and the representatives of the industries would suggest necessary changes. Taking into account all the valid suggestions, the chairmen of the respective Board of Studies prepared the syllabi and forwarded to the consideration and approval of the Academic Council of the College. The Academic council which consists of all the chairmen of the Boards of Studies, Deans of different streams, representatives of the mother University, representatives of industries, employers, alumni scrutinise the proposals and approved the syllabi with their suggestion and forwarded to the Governing Body of the College for its final approval. The Governing Body which consists of the management, government, UGC and staff representatives finally approved the revised syllabi to use in the current academic year. DBT STAR SCHEME-PROPOSAL AND IMPLEMENTATION Our college is selected in the DBT Star College Scheme introduced by MHRD. Star College Scheme has been initiated under DBT (Direct Benefit Transfer) by MHRD to support colleges and universities offering undergraduate education to improve science teaching across the country. Under this Scheme, The College will receive Rs. 1.15 crores. For this achievement we owe to the participative management system prevailing in the college. When MHRD invited colleges to apply for this scheme, Principal convened the college council and formed a committee to prepare a proposal to be submitted and to monitor its implementation. The HoDs of science departments and one teacher from each department were entrusted the responsibilities of supervising and coordinating the department level preparations respectively. All the faculty members in the science departments submitted their profile, their area of specialisation in teaching and research and also their proposals for the scheme to the department coordinator. Head of the department the department coordinator compiled the data and presented to the DBT Star Scheme Committee. The committee, in turn, consolidated the proposals from different departments and prepared a comprehensive proposal also in consultation with external subject experts. The principal submitted the report to MHRD. MHRD approved the proposal and the college is in the process of implementing the scheme.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The minimum credit requirement for the completion of the UG programme has been increased to 140 credits, of which 120 credits are to be acquired from class room study and shall only be

	counted for SGPA and CGPA. Audit courses shall have 4 credits per course and a total of 16 credits in the entire programme. The minimum credit acquired under extra credit shall be 4. Each Course should have a Preamble which clearly signifies the importance of that course. Boards of Studies have to be constantly in touch with renowned Indian Universities and at least a few foreign universities. Subject experts have to be identified in all major fields of study and endeavour, and consulted frequently.
Teaching and Learning	Student Centric Learning: Four and two audit courses were introduced for UG and PG students respectively. No teaching hour has been assigned for these courses. Students are expected to learn by themselves based on the syllabus given. Evaluation will be conducted by the college. Twenty percent of the total class hours are assigned to students for seminar presentations. Twenty percent of the total internal marks are set apart for the seminar presentation and assignments. Classroom participation is also given twenty percent of internal marks.
Examination and Evaluation	For each course in the semester letter grade and grade point are introduced in 10-point indirect grading system. To ensure transparency of the evaluation process, the internal assessment marks shall be notified in the students portal at least one week before the commencement of external examination. The external question papers were restructured in view of creating a uniform pattern with 80/60/40 marks. The courses with 2/3 credits will have an external examination of 2 hours duration with 60 marks or 1.5 hour duration with 40 marks and courses with 4/5 credits will have an external examination of 2.5 hours with 80 marks.
Research and Development	• Research Methodology seminars were conducted separately for faculty in arts and commerce subjects and science subjects. • Under the RUSA scheme College allocated fund for scholarships to the research scholars who are not availing scholarships from other funding agencies. • Under RUSA scheme College invited proposals for Minor

	Projects and sanctioned 24 minor projects. • Selected teachers were sent to foreign Universities for paper presentation and interaction with scientists in renowned universities. • College established seed money to support teachers who are interested in research.
Library, ICT and Physical Infrastructure / Instrumentation	• The library is fully automated using KOHA, an Open Source Integrated Automation System. Green Stone and D Space are the other two softwares employed. • RUSA fund is utilised to create Students Utility facilities. • Collaboration with renowned Civil service training Centres to give real time Satellite based classes in the college • College facilities are made available for the public on holidays with a view to generate income for the maintenance of the campus. • Sports facilities were enhanced with the support of government fund and management fund. • Fresh proposals were submitted to the external funding agencies for infrastructural facilities. • Requested and mobilised fund from philanthropists and other organisations for the campus development • Fund mobilised from the alumni for enhancing the facilities for the students
Human Resource Management	• Senior Most teachers were nominated to the statutory bodies of the college namely Governing Body, Academic Council and Finance Committee with a view to benefit from their experience and expertise. • In the first general meeting of the teachers the office bearers of different clubs and forums and other bodies will be selected in a democratic manner. The list of the office bearers will be published in the college handbook. Periodic meetings of different clubs and forums will be convened by the principal. • An orientation programme is arranged for Newly appointed teachers to familiarise them with the vision and mission of the college, • Every teacher has to do atleast one faculty development programme during an academic year.
Industry Interaction / Collaboration	Devagiri Incubation Start up Center was established in the college. Three focus area of DISC for 2019 - 2020 was to create on campus a Startup Ecosystem for the upcoming Incubation center,

	Physical facility setup for incubation center and Entrepreneurship Awareness programs (EAP). Programs conducted to create entrepreneurship awareness for students in IV Phases. Application submitted to Kerala Start-up Mission (KSUM) for IEDC status for DISC. Discussion held with ULCCS Ltd to have MoU with UL Academy of Innovative Entrepreneurship. ITC-TBI is ready to sign a MoU in future with DISC as Co-incubator to support our students with technology related start-ups. Discussion on going with Govt. of Kerala's ASAP for VR lab setup in the incubator
Admission of Students	To ensure the transparency of the admission the index mark obtained by all the applicants for both UG and PG programmes were published along the ranking under all the categories in the college website. The formula for index calculation is also attached in the admission portal. Admission application has been made gender neutral including options for transgenders. Seats were reserved for mentally challenged in addition to other reservations for backward communities and unprivileged ones.

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

E-governace area	Details
Planning and Development	Development plans of the college are prepared mainly based on the feedback of all its stake holders. The college has got a 360-degree feedback system which is collected online through campus management software. Suggestions and feedback will be invited from students, alumni, parents, teachers, industrial experts and educationists. SWOC (Strength weakness, opportunity and challenges) test which is also conducted online is a great tool to analyse the gaps in the provision of facilities by the college to its stakeholders.
Examination	Examination fee can be paid online. The facility to view the internal marks awarded for each course before its finalisation is added this year. Latex software is subscribed to facilitate the preparation of question papers for mathematics and related courses. The process of developing a software for preparation of Question paper from

	Question bank started.
Administration	The entire campus is brought under the surveillance of CCTV. Wifi facility is made available in the whole campus. Messages and notices to the students are sent via students portal in the campus software and through bulk messages and through whatsapp groups in addition to the Notice Board in the College website. College introduced biometric attendance for Non teaching staff. Campus security staff are connected through wireless systems. Google sheets, google forms and google docs are used to collect data from the students as well as staff. Booking of venues and assigning venues for the programmes of various departments is carried out online. Various data required for general administration is collected from the campus software.
Finance and Accounts	All sorts of payments namely tuition fees, admission fees, examination fees were made online. Tally software used. Monthly financial updating is done using tally. Transactions are mostly in e payment mode. Admission and registration payment are through online. All the financial transactions with regard to UGC fund utilisation were switched over to PFMS. E-tenders were made compulsory for purchase. We have registered GST number, Online GST bill generation and E way bill.
Student Admission and Support	The whole admission process is made paper free with the support of ICT facilities. Admission module was restructured in such a way that not only the application for admission but also the verification of documents and final admission process were made online. Students get messages from website, students portal, bulk messages and through whatsapp groups. Students can lodge their grievances through students portal online. All sorts of applications and payments can be done online. ID cards are prepared with the help of ICT facilities of the college and distributed to the students soon after their admission.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/	Name of the	Amount of support

2019	Dr. Meril Mathew	36th European PV Solar Energy Conference and Exhibition- EU PVSEC 2019	Nill	240583

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Faculty Orientation Programme on Outcome Based Learning	File Uploaded	24/02/2020	26/02/2020	90	Nill

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
E TEACHING WITH LEARNING MANAGEMENT SYSTEMS	41	28/05/2020	06/06/2020	10

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	15	Nill	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Devagiri College Employees Cooperative Society, Group Life Insurance, State Life Insurance, Staff Quaters, Bank Facility inside the campus, post office	Devagiri College Employees Cooperative Society, Group Life Insurance, State Life Insurance, Recreational Health Specific clubs, Staff Quaters, Bank	Students Welfare fund by college staff, Insurance by PTA, Scholarships, Financial assistance from management, Recreational Health Specific clubs,

inside the campus, cooperative store inside the campusRecreational Health Specific clubs, Faculty Development Programs, Cafeteria for staff, Common room for staff gathering, indoor games, Air conditioned Gymnasium, Jogging Track, Ladies Room, Live Media Center, Parking Facility, Stress Relief and Counselling	Facility inside the campus, post office inside the campus, cooperative store inside the campusTraining Programs, Cafeteria for staff, Common room for staff gathering, indoor games, Air conditioned Gymnasium, Jogging Track, Ladies Room, Parking Facility, Stress Relief and Counselling	Coaching for non academic activities both cultural and sports activities, Placement Cell, ASAP, Cafeteria, Canteen, indoor games, Hostel Facilities for both boys girls, Bank Facility inside the campus, post office inside the campus, cooperative store inside the campus,, Air conditioned Gymnasium, Jogging Track, Ladies Room, Students internet TV Channel, Mentoring system, Tutorial system, coaching for advanced learners, Scholar support program, Physical Supporting facilities for Differently abled students, browsing centers, online journals, Library Repository, Students Facilitation Centre, Parking Facility, Cricket Indoor stadium, Stress Relief and Counselling

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal and external audit regularly. For internal audit, the committee comprises of the principal, finance officer, supporting staff and Head accountant. The duty of the committee is to prepare the budget allocation for the financial year. Monthly expenditure statements are collected from the allocated departments and quarterly verifications are done by the internal committee. The committee thoroughly scrutinises the utilization of the allocated amount and finally the committee audits the amount expended under different heads. The external audit of the college is entrusted to an external Chartered accountant agency (P A Thankachan and Co., Calicut). Quarterly statements prepared by the college are submitted to the Charted Accountant for verification with the supporting documents. The agency verifies the bills and vouchers submitted by the institution and prepare Utilisation certificates and audited statements. They also prepare and submit documents for monthly GST return filing. Other than the Charted Accountant Agency audits are done by Deputy Director of Collegiate Education Kozhikode and the Account General Office, Thiruvanathapuram, Kerala at the end of the financial year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Silverhills Charitable Trust	5968734	Infrastructural Development

6.4.3 – Total corpus fund generated

5000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	IQAC, DEVAGIRI
Administrative	Yes	Account General Office, Thiruvanathapuram	Yes	Deputy Director of Collegiate Education Kozhikode

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

1. Scholarships for NET /JRF qualified students and other achievers 2. Financial assistance to economically weaker students 3. Golden Jubilee Insurance scheme 4. Expenses for festival celebrations 5. Class wise PTA meetings 6. Students counselling centre 7. College Arts Day celebrations 8. Internal Examination Expenses 9. Botanical Garden maintenance 10. Public Relation Office 11. Promotion for sports activities 12. Financial support for campus maintenance 13. Initiative for purchase of college bus 14. Expense for printing of tutorial records

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

1. Workshop on PFMS, Auditing, Accounting Scholarship 2. Workshop on operation and troubleshooting of electrical equipments 3. Training on MS Office Office documentation 4. Training on Learning Management System. 5.Training on Data Management. 6. Fire Safety Training

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

1. PARAMARSH Scheme - Empowering Nearby Colleges for Accreditation 2. DBT Star Scheme 3. Rashtriya Uchchatar Shiksha Abhiyan (RUSA) 4. MoU with International Institutions 5. Introduction of new programmes

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	MoU with Virginia Common Wealth University, USA - A	01/11/2019	01/11/2019	Nill	8

	Student exchange program				

<div align="center">

[View File](#)

</div>

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Transgender Sensitisation Programme	04/12/2019	04/12/2019	51	13
Gender Equity a Need	25/11/2019	26/11/2019	30	30
Stree Management & Houseold Affairs	11/02/2020	13/02/2020	15	28
Other Feeling in Relationship Justice - Love, The Basis for Undivided Family	10/02/2020	11/02/2020	32	51
Stop Violence Against Women	09/12/2019	09/12/2019	27	58
Women's Safety Audit on College Campus	25/01/2020	28/01/2020	34	12
Conscientise Men Against Gender Violence	22/08/2019	23/08/2019	57	Nill
Gender - Sensitive V/S Gender Responsive	25/11/2019	25/11/2020	23	47
What works to prevent violence - Elocution Competition	25/11/2019	25/11/2019	17	12
Preventing Gender based violence among adolescents	27/09/2019	28/09/2019	41	48
Domestic & gender based violence	11/10/2019	12/10/2019	24	32

Gender equality for development	16/10/2019	16/10/2019	10	20
pathways for gender equality	30/09/2019	30/09/2019	16	29
does god have any facouritism for a gender - Debate Competition	30/09/2019	30/09/2019	12	12
Govt Schemes to Close the gender gap at work	21/01/2020	21/01/2020	11	30
problems of working women in male dominated society	22/08/2019	22/08/2019	9	24
Empowerment of Women	17/07/2019	19/07/2019	24	82

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the University met by the renewable energy sources
51 percentage of power requirement met by the renewable energy source such as Solar Thermal Power System

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	28
Provision for lift	Yes	28
Ramp/Rails	Yes	28
Special skill development for differently abled students	Yes	28
Rest Rooms	Yes	28
Scribes for examination	Yes	8
Any other similar facility	Yes	28

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nill	1	18/08/2	6	Seminar		64

| | | | | | 019 | | on Waste Managemen t Organic Farming for Kudum bhasree Unit of Medical College | Promotion of self e mployment | |

<div align="center">

[View File](#)

</div>

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Training on Communitarian Ethics	15/01/2020	This Program emphasized on the connection between the individual community. It helped in improving a persons social identity Personality
Education in Human Values	19/08/2019	This Program seeks to improve the teaching learining environment that will foster character building through the incorporation of basic universal values
Faculty orientation Program on Human Values	27/09/2019	Education in human values is essential to nourish the moral capabilities in the students ultimately in society and this programme helped in arranging a system which promotes human values
Human Values - A guide to success	27/09/2019	This programme addressed the major human values such as respect, acceptance, consideration, appreciation, Lisenting, Opening, Affection, Empathy Love towards other human beings
Remember those who cannot remember - World Alzheimers Day	19/09/2019	A day for old age people was obbserved with ARDIS Team the students visted an old age home and conducted a stress free living campaign they published a pamphlet on stress free living
Human Rights Day - Oath Taking	10/12/2019	The students of the college displayed the ethical and human value

		thoughts and edifications at public places
World Cancer Day	04/02/2020	Donation of Hair Campaign by the students to the hair bank and a hand book on the need for donating hair to the needy was published
Healing Mother Earth	03/12/2019	A program on protecting the environment and a discussion on global warming
Faculty Orientation Program on Utiliterian Ethics (Outcome Based)	24/02/2020	Sessions on Morality That advacates actions that foster happiness or actions that creates unhappieness were delt in this program
Program on Deonthological Ethics	01/03/2020	This Program delt with the working place environment and gave special emphasis on the relationship between duty and the morality of human actions
Value Education Class on drug Abuse	04/10/2019	Sellers of drugs create a network and mainly target students in order to make them addicted to drugs a awareness campaign was arranged and guidelines were published to prohibit this
Law Women Rights	15/01/2020	A program on Women right and laws was conduted which gave an awarness to the young female generation about their rights and the laws existing for the protection of their rights
Environmental Leardership Program	15/01/2020	Aimed at improving awarness among students about environment science, biodiversity conservation and climate change
ESSB Club programs	22/01/2020	Eak Bharath Sresht Bharath Scheme helped in the promotion of national integration by organising exchange programs of students with colleges belonging to faraway

			states in india
Honesty Shop	03/01/2020		Construction of an unmanned shop in the college which helped to proof the honesty of the students in the college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanthi Clean Campus for Week	02/10/2019	08/10/2019	232

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Solar Thermal Power System Courses on Plant Propagation Terrace Farming Botanical Garden Bio Energy for Cooking in ladies hostel LED Lights and energy saving electronic equipments Plastic free Campus Rain Water Harvesting Conversion of food wastes into bio-gas Planting of trees Butterfly Garden E-waste collected and handed over to external agency for recycling Pen bin box Students Feedback taken online to reduce paper wastage Making of paper pen Segregation of bio degradable and degradable waste Encourage the student to walk to reduce the usage of vehicle which in turn reduces air pollution

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

QUESTION BANK The Question Bank is a library containing hundreds of questions and answers that one can add to learning in seconds. The quality of question papers plays a vital role in defining the standards of education at every level. As question papers indirectly set the bench mark of learning for the students, a low level question paper will induce them to set the bar very low and an extremely difficult question paper, on the contrary, will make the candidates discouraged as well. A defective question paper or one not having equal coverage of all topics would make a student disoriented in learning. The objectives of practicing the question bank are as follows. The Objectives of the Practice 1. To prepare foolproof and balanced question paper covering every area. 2. To enhance different dimensions of learning 3. To avail quality question papers to CoE for its smooth and uninterrupted functioning 4. To prepare question papers that would prompt students to set high benchmark in their learning 5. To improve the evaluation process The Context As the college became autonomous in 2014, the biggest challenge was to conduct the examinations properly. In the initial stage the CoE depended wholly on the external subject experts for question paper setting and its scrutiny. It was a Herculean task for the examination wing. Moreover there were many drawbacks for this system. The IQAC after having conducted a feedback on the quality of question papers among selected students reported that many question papers are not challenging for the students and also not properly assessing different aspects of their understanding such as theoretical knowledge, application skill etc. Not to ignore repetition of questions, unequal coverage of portions, questions out of syllabus substandard questions etc. At times, due to unavailability of experienced question paper setters the CoE office had to struggle to conduct the examinations as per the academic calendar. It was a matter of serious grievance raised in the meetings of various academic bodies that one could monitor the quality of education by centrally monitoring the quality of question papers. Practice To solve the issues related to the

question paper settings for the examination, the IQAC of the college embarked on the idea of Question Bank. The IQAC set the ethical principles to be followed in preparing the question bank. Equal coverage of topics in a course, absence of repetitive, overlapping out of syllabus questions, incorporating questions of all levels to test all domains of learning were the basic principles to be followed. As per the method recommended by the IQAC, syllabus of a course has to be divided further into sub modules depending upon the number of questions required in the question papers. Different bunches including questions of different weightages/marks under each sub modules have to be prepared. The principal invites the faculty to prepare question bank of their respective courses and clearly instructs to contribute maximum number of quality questions which are arranged following the method suggested by the IQAC. Teachers are given due remuneration for their efforts. A senior teacher in charge and a staff in charge other than the staff of the CoE office monitor the preparation of question bank. The questions handed over by the teachers undergo a thorough scrutiny of external and internal subject experts who with their expertise would eliminate substandard questions and make needful contribution if necessary. The questions are uploaded into software developed by the College for this purpose which can generate question papers in no time. However, the generation of question papers are carried out in the CoE office giving special attention to its secrecy and confidentiality. Evidence of Success After the introduction of the question bank to the majority of the courses, the grievances regarding the question papers such as repetition of questions, out of syllabus questions, lack of coverage of topics etc have substantially decreased. Examinations are conducted as per the schedule given in the academic calendar. There are positive feedbacks from the selected students on the quality of question papers. Problems Encountered and Resources Required Amidst tight schedule of the faculty members of the autonomous colleges, teachers find it difficult to complete the preparation of question bank within the expected time line. It is challenging for the CoE office to complete the scrutiny of a large number of questions within the stipulated time. The entire process recommences when syllabus revision occurs making it more tedious and laborious for the faculty. KYC (KNOW YOUR COLLEGE) RESIDENTIAL CAMP The paramount role of educational institutions in socializing the students as creative and constructive members of the society are much defined by the gamut of experience and values imbibed in the institution during the period of study. The sense of pride and belongingness to the institution inculcated in the formative years determine the personality of a person. The citadels of learning are foundation stones in the character development and the students should get oriented with the institution at the earliest stage to reap the benefits for a holistic growth. Objectives of the Practise 1. To familiarise the vision, mission, history and expectations of the college to the students 2. To introduce the rules, regulations, systems and practices of the college to the students 3. To help the students understand varied opportunities and facilities offered by the institute for his/her personal growth. 4. To inculcate a sense of belongingness to the college in the minds of students 5. To break the barriers and bond with peer groups The Context It is generally observed that the belongingness of the students to the college is declining over the years may be due to the modern way of life and influence of modern information technologies. The student hail from different backgrounds and some still continue with their apprehensions. Some students fail to develop a sense of belongingness to the institution and they become trouble makers at times. It is necessary that the students come out of the shell and develop themselves in their most formative period of life. Practice As a remedial measure for the issues mentioned above, it was suggested to conduct overnight camp for the first year under graduate students in the college campus. Once the admission process is completed a schedule will be prepared for students belonging to different programmes. The overnight camp is conducted class wise. Parents will

be properly communicated regarding the same well in advance. The camp is usually scheduled from Friday night to Sunday evening in view of not losing regular working days of the students. The team comprising of the Manager, the Principal, the Director, the Heads and the faculty of the concerned departments actively participate grooming the students. While the Manager or the management representative deal extensively on the history, vision and mission of the college, the Principal elaborates on the rules, regulations, value system, culture and practices of the college. Skilled trainers invited from outside will conduct ice breaking sessions, drills, games etc to avoid fear and inhibitions of the fresher's. Different group activities and cultural programmes will be organised in the evenings so as to make the camp days more enjoyable and memorable. Teachers who are experts in career guidance will be invited to talk to the students about the career options of the programme they have joined. They will also guide the students to fix their future career and will enlighten them on how to prepare themselves to reach the goal from the day one itself. Evidence of Success The practice of residential camps turned out to be very effective as students became more oriented and confident. Students voluntarily came forward with many initiatives and programmes. Moreover, a sense of belongingness to the college was imbibed in their hearts. Problems Encountered and Resources Required Certain parents were reluctant to send their children to the camp owing to their apprehensions on the safety of the students. There were also students who find it difficult to contribute towards the expenditure for the conduct of the three-day overnight camp. Wholehearted cooperation of the staff and resources to conduct the different sessions are imperative for the success of this programme.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.devagiricollege.org/uploads/ckeditor/2021_Best_practices_19-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Holistic and Inclusive Education The vision of the college is to mould generations who are excellent in every aspects of life. This vision does not allow us to confine education into a class room learning process alone. The goal of education for this temple of learning is to render holistic education to our students. As an institution which always upholds its motto as 'Pro Deo Et Patria'(for God and for the Country) it always pays greater attention to the last, least and the lost. In addition to the learning based on the Curriculum, college offers a number of platforms to nurture the skills of students in various areas while extending all-round support to the weaker sections. The following Skill Development Courses were offered for the students for free of cost during the Academic Year. i)Training in plant propagation, ii) Training in ornamental fish farming, iii) Learning French German languages, iv) SSB training, v) Employability enhancement programmes and vi) course on statistical data analysis A couple of Scholarships started during this academic year. Scholar ships were awarded to i) research scholars and ii) Students from other states of India or from SAARC countries. A management scholarship was also started during this year. Financial support is extended for i) Invited talks, ii) regional/national/international seminars and iii) regional/national/international workshops Full financial support is awarded to students/teachers/research scholars who receive an invitation for presenting a paper in an international seminar/conference. Devagiri Incubation Start-up Cell – DISC: Under this scheme MoU's are arrived with various institutions and agencies Placement cell: Various institutions and recruiting agencies are invited to the campus for recruiting students. Training programmes were

continuously arranged for students to equip them for effectively facing the interviews. Training programmes for various arts and sports items were organised: i) Football ii) Volleyball iii) Basketball iv) Cricket v) Yoga and iv) Fitness programmes v) Koodiyattam vi) Kadhakali vii) Chendamelam viii) Nadan pattu ix) Margamkali x) Oppana xi) western music xii) group song and xiii) Patriotic song Free NET coaching organised for all the PG students in the college

Provide the weblink of the institution
https://www.devagiricollege.org/uploads/ckeditor/2021_Institutional-Distinctiveness-19-20.pdf

8.Future Plans of Actions for Next Academic Year

Future Plans of action for next academic year 1. New Programmes: To start new UG and PG programmes during the coming academic year considering the huge demand for programmes especially new generation and job-oriented programmes felt at the time of admission this year. Similarly, a couple of new certificate/Add on courses will commence in the coming academic year. 2. MoUs with Industries: More MoUs with reputed industries will be signed in the next year in view of strengthening the industry academia link and start new skill based programmes. 3. Indoor Stadium: To complete the construction of the indoor stadium and open it for games by the first quarter of the next academic year. 4. Management Scholarship: It was decided to increase the amount set apart for the management scholarship to 8 lakhs. This scholarship is constituted by the Management to support poor students in the college who, in turn, are studious, hardworking and regular in attending classes. 5. Research Scholarship: With the support of RUSA fund we plan to provide scholarship for the scholars who are not availing any other scholarship from any funding agency. 6. Construction of a Students Utility Centre: The College proposes to construct a Students Utility Centre 7. Extension of Hostel Facilities: The Management of the college has decided to extend the facilities of the existing Boys hostel that would accommodate fifty additional students. The Management also decided to construct an additional floor to the Ladies Hostel of the College. 8. To continue NET coaching for all the PG programmes 9. To strengthen the Civil Service Coaching by collaborating with ALS civil service training institute and also to constitute Devagiri civil service academy. 10. Implementation of DBT scheme for setting higher standards in science departments 11. Apply for the Next Phase of RUSA Scheme 12. Equip the all the mentee colleges under PARAMARSH Scheme to apply for the first cycle of NAAC Accreditation. 13. To start the student exchange programme with Virginia Common Wealth University, USA by sending the first batch of students to VCU. 14. Apply for ISO certification 15. To invite more companies for conducting campus placement drives in the college 16. Promotion of start-ups and incubation centre. 17. To be a part of schemes which encourage students to contribute more to the society. 18. Comprehensive coaching for securing heights in arts and sports.