

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	ST. TERESA'S COLLEGE
1.2 Address Line 1	PARK AVENUE
Address Line 2	ERNAKULAM
City/Town	KOCHI
State	KERALA
Pin Code	682011
Institution e-mail address	principal@teresas.ac.in
Contact Nos.	0484 – 2351870, 2381312
Name of the Head of the Institution:	Dr. Celine. E (Sr. Vinita CSST)
Tel. No. with STD Code:	0484 – 2351870, 2381312

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 star	-	1999	-
2	2 nd Cycle	A	-	2006	-
3	3 rd Cycle	A	3.40	2012	2017
4	4 th Cycle				

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

30/06/2004

1.8 AQAR for the year (for example 2010-11)

2013-14

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

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR__ 2011-12 _____ 27\09\2012__ (DD/MM/YYYY)
- iv. AQAR__ 2012-13 _____ 26\08\2013__ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Mahatma Gandhi University,
Kottayam, Kerala

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

2nd Phase

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni	<input type="text" value="1"/>								
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="1"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>								
2.8 No. of other External Experts	<input type="text" value="1"/>								
2.9 Total No. of members	<input type="text" value="17"/>								
2.10 No. of IQAC meetings held	<input type="text" value="6"/>								
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="6"/>	Faculty	<input type="text" value="4"/>					
Non-Teaching Staff Students	<input type="text" value="1"/>	Alumni	<input type="text" value="1"/>	Others	<input type="text" value="-"/>				
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>					
If yes, mention the amount	<input type="text"/>								
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<input type="text" value="4"/>	International	<input type="text"/>	National	<input type="text" value="2"/>	State	<input type="text" value="1"/>	Institution Level	<input type="text" value="1"/>

(ii) Themes

NAAC Sponsored National Workshop on 'Equipping New Era Practitioners: Teaching, Learning and evaluation' 20-21 June 2013

National Workshop on "Functioning as an Autonomous College" – 11 February 2014.

All Kerala Principals' Meet for Autonomous Colleges on 18 January 2014.

Faculty Development Programme for the teachers on 'Autonomy - Its Benefits' on 24 October 2013.

2.14 Significant Activities and contributions made by IQAC

- The IQAC cell of St. Teresa's College strives to maintain quality consciousness in higher education. The cell provides a structure that streamlines the curricular and co-curricular activities of the college to ensure quality. The cell aims for the development and application of quality parameters for the various academic and administrative activities. The institution applied for autonomy during the year and necessary steps were taken to equip the teachers to work in the autonomous system which is new to the state of Kerala.
- A programme for teachers "Autonomy: It's Benefits" and a national workshop on "Functioning as an Autonomous College" for the teaching and non-teaching staff were conducted. The institution was declared autonomous in June 2014.
- The IQAC spearheaded the preparations for the visits of CPE committee assessment from MG University, as well as the official visits of various teams from the Higher education Council, Government of Kerala and MG University for granting autonomy.
- NAAC sponsored National Workshop on "Equipping New Era Practitioners: Teaching, Learning and Evaluation" with active participation of the IQAC student wing.
- The IQAC student wing organized an inter university paper presentation competition on the topic "Prime Stakeholders of Education-Role of UGC".
- Peer appraisal for staff members was conducted.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2013-14:

Plan of Action	Achievements
Preparation for attaining autonomous status	Achieved Autonomy status as on 13 June 2014.
Ensuring quality in research	The Teresian Research and consultancy cell monitored research and consultancy activities to ensure quality and to foster community oriented research. Seminars and talks were conducted to orient faculty about innovative research practices and methodologies.
Eco friendly practices	Plastic has been banned on the campus. Surveys were conducted as a part of preserving water bodies and wells.
Extension activities	Teresian Rural Outreach Programme Student tutors were given orientation. They went to several schools to train the children in communication skills, mathematics and English language. Interactive sessions were conducted to improve the overall personality of children.

* Attach the Academic Calendar of the year as Annexure. - Annexure I

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

- Schemes were implemented for the successful completion of CPE Phase I.
- Increase in number of consultancy services provided by the faculty.
- Application for patents under process.
- Infrastructural development for the physical education department.
- More classrooms were converted to smart classrooms.
- 4 new courses were introduced.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	-	-	-
PG	12	3	3	-
UG	17	-	6	-
PG Diploma	7	-	5	-
Advanced Diploma	-	-	-	-
Diploma	4	-	4	-
Certificate	19	3	19	-
Others	6	-	6	-
Total	71	6	43	-
Interdisciplinary	2	-	-	-
Innovative	-	-	-	-

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

- Choice Based Credit System (CBCS)
- All UG programmes have 2 elective subjects -1 open course and an elective

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12(PG) +17 (UG) +2(PG Diploma)
Trimester	-
Annual	-

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

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

There is an effective feedback mechanism in place. Feedback was collected from parents, students, Alumni and employers. The students appraised the faculty based on the criteria generated by the institution. A statistical analysis of this feedback was given to each faculty member so that they could take necessary corrective measures. Parent feedback was collected by the PTA and submitted to the management for further action. Alumni feedback was informally gathered during meetings and suggestions were taken. Employer feedback collected in the form of On the Job training reports was helpful in equipping the students with skills necessary for the job market. This year a peer appraisal of the faculty members was also conducted. The Parent and Alumni feedback forms and the Peer appraisal forms have been filed as supporting evidence.

**Please provide an analysis of the feedback in the Annexure - Annexure II*

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

As an affiliated college, University revision/ update has been followed.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	88	47	41	-	-

2.2 No. of permanent faculty with Ph.D.

46

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
6	8	-	-	-	-	-	-	6	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

46

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	48	121	37
Presented papers	14	45	3
Resource Persons	2	8	16

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

- Smart classrooms are installed in the classrooms
- ICT enabled teaching learning process is encouraged
- The library provides Inlibnet
- Industrial Visits are conducted to enhance learning process
- A campus newspaper is launched by the students
- The Dept of Communicative English produces four short films for the III year students every year and takes students for news studio visits

2.7 Total No. of actual teaching days during this academic year 180 days – 90 per semester

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 6 - -

2.10 Average percentage of attendance of students 89%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	2013-14										Pass Percentage
	Total no. of students appeared	A+	A	B+	B	C+	C	D+	D	E	
B.Sc. Botany	36	-	1	11	13	6	3	-	-	2	94.4%
B .Com	64	2	12	31	13	5	1	0	0	0	98.4%
B.Sc Computer Applications (Triple Main)	32	-	1	12	12	4	-	-	-	3	90.6%
B.A.Economics	60	-	6	18	17	8	1	-	-	10	83.3%
B.A. English Language and Literature	58	-	7	12	21	11	2	-	-	-	91.38%
French	15	-	-	3	2	1	3	-	-	6	60%
BA History	41	-	-	4	8	17	10	-	2	-	100%
B. Sc Family and Community Science	34	-	2	8	9	9	1	-	-	4	88.23%

B.Sc Mathematics	75	-	13	29	17	10	1	-	-	5	93.3 %
B.Sc Physics	29	-	7	11	5	3	1	-	-	-	93.1%
B.A. Sociology	54	-	-	8	17	21	2	-	-	6	89%
B.Sc Zoology	31	-	2	14	8	4	1			2	94%
B.A Bharatanatyam	10	-	-	4	3	1	-	-	-	2	10%
B.Sc Chemistry	35	-	10	15	6	1	-	-	-	3	91.4
B.A Communicative English	37	-	1	7	16	7	-	-	-	6	83.8%

Title of the Programme	Total no. of students appeared	Division					Pass %	Rank
		Distinction	I Class	II Class	III Class			
M.Sc. Botany	12	2	6	-	-	67%	-	
M.A.Economics	15	-	11	-	-	73.3%	-	
M.A. English Lang & Literature	16	-	7	2	-	56.25%	-	
M. Sc Child Development	7	-	7	-	-	100%	5	
M. Sc Family Resource Management	5	-	4	1	-	100%	3	
M. Sc Food and Nutrition	9	2	5	-	-	77.77%	5	
M.Sc Physics	14	7	5	-	-	86%	2	
M.A.Sociology	17	-	6	2	-	47.05%	2	

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

IQAC conducts seminars and workshops that enhance teaching skills.

Student feedback is analysed and necessary action is taken.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	12
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	11
Faculty exchange programme	-
Staff training conducted by the university	10
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	-
Others	2

2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	31	7	-	6
Technical Staff	-	-	-	3 (Contract basis)

Criterion – III

3. Research, Consultancy and Extension

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

The Teresian Research and Consultancy Cell functions as a supervisory body that ensures quality in academic research. Seminars and workshops are conducted to sensitize staff and students about the current trends in research activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	03	-	-
Outlay in Rs. Lakhs	-	40,40,600	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5	11	13	Nil
Outlay in Rs. Lakhs	7,2,8000	11,43,250	13,48,000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	28	19	9
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	03	DST and UGC	40,40,600	32,72,600
Minor Projects	01	UGC	24,91,250	22,87,000
Interdisciplinary Projects	01	CED	13,000	13,000
Industry sponsored	02	Coconut Development Board	50,000	50,000

Projects sponsored by the University/ College	---	----	-----	-----
Students research projects <i>(other than compulsory by the University)</i>	01	STEC	10,000	10,000
Any other(Specify)	02	Federal Bank	1,00,000	1,00,000
		Rainbow Publishers	50,000	50,000
Total			Rs.66,54,850	Rs.56,82,600

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	03	20	10	-	60
Sponsoring agencies	Various	Various	Various		Various

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

3.13 No. of collaborations

International National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	02
	Granted	
International	Applied	-
	Granted	
Commercialised	Applied	-
	Granted	

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

Total	International	National	State	University	Dist	College
07	04	03	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="5"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="1"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="1"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="30"/>	
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="38"/>	Any other <input type="text"/>

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

Teresian Rural Outreach Programmes were held in many areas in and around Cochin. Public awareness was created about environment, health and nutrition, communication and computer skills, self employment schemes and psychological issues of teenagers.

As part of TROP all the **15 departments trained their students** who then reached out to **15 different groups** in and around Ernakulam and each department conducted a **series of sessions** on topics as varied as Creative Craft, Jewellery Making, Floristry and Flower Arrangement, Yoga, Natural Farming, Importance of Sports and Games, Mathematics, Computer Literacy, e-Jaalakam, Language and Communication Skills, Environment Protection, Educational programme for Teachers, Nutritional Awareness, Disabilities in Children; Causes and Prevention, Effect of Media on Youth, Importance of Nature, Women's Rights, Child Abuse, Family Budgeting, General Hygiene, Paediatric Nutrition, Adolescence Eating Patterns, Nutrition in Pregnancy, Pattern Making and Surface Ornamentation.

A campaign on e-governance in collaboration with Kerala IT mission was launched.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7.27 acres	-	-	-
Class rooms	74	1	-	75
Laboratories	32	M.Sc lab renovated	Management	32
Seminar Halls	5	1	Management	5
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	4	UGC DST	4
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs.26,85,598.00	-	Rs.26,85,598.00
Others	-	-	-	-

4.2 Computerization of administration and library

- CCTV monitored in the Principal's office and the library ensures discipline and security of resources.
- Admissions and internal assessment marks are done and uploaded online.
- Information display and notification
- Computerized transactions – bar coding.
- D-space Digital Repository Library; computes with internet facility.
- Students and teachers are provided RFID – Radio Frequency Identification Card for access to the library.
- N-list online journal facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	1118	377755.59	208	67624	1326	445379.59
e-Books	-	-	-	-	-	-
Journals	57	86762	11	8733	68	95495
e-Journals	With print -15	43900			With print -15	43900
Digital Database	2 Koha Installati on	30000	AMC for e- sign for door security	5000		35000
CD & Video	20					
Others (specify)	Delnet & N-List	16500				16500

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	Desktop-84 Laptop-23	2 Labs with 44 desktops	178	1	1	16		34
Added	Desktop-6	-	-	-	-	-	-	-
Total	Desktop-90							

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

Computers:	39
Internet access:	Broadband connection
Technology up gradation:	CCTV, Wi-Fi
Training to teachers:	Workshop (use of N-List)
For students:	Orientation class.

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	14,54,559
iii) Equipments	3,48,431
iv) Others	
Total :	18,02,990

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Remedial classes are arranged for needy students. Each class is also divided into groups for tutorial sessions. Mentoring is actively practiced. The grievance redressal cell is prompt in finding solutions. Regular fitness checkups are conducted with the help of the Physical Education Department. Internships are offered to the students in various fields. Newsletters are published to keep the students abreast of latest developments in particular disciplines.

5.2 Efforts made by the institution for tracking the progression

Report cards are maintained by the class teacher. At least one parent teacher meeting is held each semester. Necessary steps are taken based on parent feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2085	267	46	-

(b) No. of students outside the state 29

(c) No. of international students nil

Men	No	%

Women	No	%
	2398	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
707	249	18	1378	nil	2352						

Demand ratio

Dropout % - 5%

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

Department of Botany and Department of Economics
(UGC Net Coaching)

No. of students beneficiaries

31

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

CA Inter – 2
Entrance for CA- 2
ICAI Intermediary-1

5.6 Details of student counselling and career guidance

Counselling Cell

Teachers in charge of the cell coordinate the interactions of the students with professional counsellors who interact with them throughout their year in college.

The students of each class are given an introductory class on stress/ emotional problems and then encouraged to come forward to talk personally to the counsellor. Relaxation techniques, Stress relieving methods are elaborated to the class/group. Classes and sessions are held regularly once every month.

Students in need of immediate attention are referred to the counsellors by the class teachers/mentors and are attended to. A total of more than 65 students have benefitted from personal counselling and more numbers through group counselling strategies. The counselling cell also conducted an emotional self assessment test for the students They were given a self assessment questionnaire. The results revealed their own emotional status to them. For many it was an eye opener. It also gave them the necessary motivation to seek counselling sessions to overcome their emotional issues.

Career Guidance Cell

Programmes on personality development and communication skills by competent resource persons were organized for final year graduate students. All PG & UG outgoing students benefitted from the talk and training on the concept of Employability. Students were also made aware of the various career options available both inside and outside India.

No. of students benefitted

2352

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7	431	65	

5.8 Details of gender sensitization programmes

National Workshop on Gender Responsive Planning and Budgeting

U.G students conducted a survey on gender stereotyping among adolescents as part of their project

A “Karate Seminar and Self Defence Clinic” was organised for B. Sc Physics students.

Initiated the “Protect Your Mom” and “Hair for Hope” programmes.

Child Right sensitization programme for mothers.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	312	324000
Financial support from government	1233	86,896,34
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- 1) The college has a scattered campus with different blocks for arts and science students. The students found it difficult to go to classes for open courses as the back gate as always locked. This grievance was redressed by appointing security personnel to open the gate when required.
- 2) More computers were allotted to PG students
- 3) A cooler was provided for the PG hostel as requested.
- 4) Library time has been extended.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

St.Teresa's College envisions a life-oriented education that empowers women to be agents of transformation and development at different levels of life. They are empowered to respond proactively to concerns and conflicts inherent in today's world. Our thrust is on the creation of a civilization of love as envisaged and promoted by our Foundress, Mother Teresa of St. Rose of Lima.

Mission:

1. To promote a college community/society/nation where spiritual, moral and genuine values are lived and witnessed.
2. To create a climate for human and academic excellence with an openness to learning, research and the development of professional skills
3. To promote peace and harmony through an intercultural and inter-religious dialogue.
4. To contribute to the transformation of society through an openness to life and living the challenges of being socially conscious and socially responsible.
5. To promote programmes/movements that foster inter-connectedness, kinship and ecojustice.

6.2 Does the Institution have a Management Information System

Yes. Meetings are regularly held with representatives of the management. Their suggestions are implemented in financial as well as administrative matters. The management is apprised of the various activities, new developments, achievements of teachers and students as well as student progression through monthly reports from every department, club, cell and committee. Management representatives make institutional and departmental visits.

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

6.3.1 Curriculum Development

Being affiliated to M.G University, the college follows the syllabus set by the university. However the institution has provided several certificate and value added courses that are conceived keeping in mind the needs of the job market.

6.3.2 Teaching and Learning

Peer teaching, task based learning, problem based learning are some of the techniques used. ICT is also used to facilitate the teaching learning process.

6.3.3 Examination and Evaluation

Regular internal tests as stipulated by the university are conducted. Students present papers and submit assignments. Spot tests are administered and mock viva voce is conducted. Students are also required to present their thesis before the external evaluation.

6.3.4 Research and Development

Teresian Research and Consultancy Cell facilitates research activities and consultancy services. The college grants leave under the faculty improvement program for teachers pursuing research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Regular updating of library resources. The library has internet connectivity with printer and power back up facilities and follows the open access system. The freshers are given orientation on effective use of library resources. Ample support facilities are available for the library.

All departments are provided with computers, internet, laptops, printers, USB, LCD projectors, digital and video cameras. There are several ICT enabled classrooms. Well equipped computer labs, a computer assisted language lab, smart boards, departmental labs, audiovisual and research rooms facilitate the teaching learning process. There are adequate software and computational facilities to meet the needs of a growing institution.

6.3.6 Human Resource Management

Faculty and staff positions are filled in keeping with the norms of the M G University and the Government of Kerala. When there is delay in filling retirement or leave vacancies, guest faculties are recruited by the management. Faculty members are given regular orientation with special focus on newly appointed staff, both teaching and non-teaching.

6.3.7 Faculty and Staff recruitment

The institution follows the UGC norms for staff faculty recruitment. The institution also follows the rules regarding the recruitment as given by the Government of Kerala. Vacancies are advertised in leading newspapers and prescribed norms are strictly adhered to.

6.3.8 Industry Interaction / Collaboration

- An MoU was signed between IIT E-cell, Kharagpur and St.Teresa's College. The MoU entails hosting of the EAD Kochi in St.Teresa's College and support and services from E-Cell Kharagpur for ED club activities at St.Teresa's College.
- The Entrepreneurship Development Club of St.Teresa's College officially registered to be part of the Student Entrepreneurship Development Club, an initiative by the Department of Higher Education, Govt. of Kerala to promote entrepreneurship among students in Kerala. Registration ID- 10882.
- Four students of ED club, St.Teresa's College, participated in the Wikipedia Workshop conducted at Startup Village, Kochi. The workshop aimed at equipping the participants with the rudiments of contributing to Wikipedia and to help them understand the basics of programming.
- Research grant from Coconut Development Board with scope for collaborative research

6.3.9 Admission of Students

University norms are strictly followed regarding the admission of students.

6.4 Welfare schemes for

Teaching	-
Non teaching	Special need cum merit scholarships instituted for children of non-teaching staff Funds are collected and given to needy non-teaching staff to meet contingencies.
Students	312 needy students benefitted from 6 institutional scholarships by the faculty and the alumni. Noon meal programs have been instituted for deserving students.

6.5 Total corpus fund generated

Rs. 118889346.00

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A committee constituting of 2 experts outside the college	Yes	A committee of 3 Teachers selected from the college
Administrative	Yes	A committee constituting of 2 experts outside the college	Yes	A committee of 1 Teacher, 2 Management representatives

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Being an affiliated college university rules are followed as far as examination procedure is concerned.

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

The institution was in the process of seeking autonomy.
The college was declared autonomous in June 2014.

6.11 Activities and support from the Alumni Association

- Alumni scholarships for 20 students
- Collection of hair for Cancer patients based on the programme “Protect your Mom”.
- Contribution towards welfare fund of AIDS patients.
- Celebration of important festivals like Onam and Christmas with the less privileged of the society in and around Ernakulam.
- Annual Christmas sale held to encourage entrepreneurial skills of students and alumni.

6.12 Activities and support from the Parent – Teacher Association

- PTA Scholarships benefitting 36 students.
- Regular Departmental PTA meetings.
- Talk on ‘Electronics, gadgets and its impacts on parenting’.

6.13 Development programmes for support staff

The support staff are given orientation and regular classes are conducted to improve efficiency. Special sessions are given for computer training and communication skills.

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

The institution collaborates with other councils/committees such as Kerala State Council for Science Technology and Environment to promote eco friendly activities.

Plastic is banned on the campus.

The institution has a well maintained botanical garden.

Ongoing activities of the Nature club and the Bhoomitra Sena club sensitize the students towards the eco system.

Eco friendly initiatives are encouraged such as cleaning of public water bodies.

Criterion – VII

7. Innovations and Best Practices

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

Awards were instituted for the faculty to motivate them.

Structured transparency in governance was ensured.

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

Autonomy was granted in June 2014.

The institution successfully completed the first phase of the CPE and has moved into Phase II.

The linkages and collaborative ventures have increased.

The research output of the faculty has increased quantitatively and improved qualitatively.

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

1. The Teresian Rural Outreach Programme in which all the 15 departments are involved sensitises members of the local community about environment, health and nutrition, women laws, communication and computer skills, self employment schemes and psychological issues of teenagers.

2. The college encourages co curricular activities of the students by giving free training and providing platforms to showcase their skills. Their artistic and literary talents are encouraged and their leadership and organisational skills are honed by the constant support of the management and staff. The effectiveness of this practice has been proven in the Mahatma Gandhi Youth festival and this year the College won the overall championship consecutively for the fourth time. Of the 28 Youth Festivals conducted by the MG University, St. Teresa's has won the overall championship 22 times and was runner up 6 times.

****Provide the details in annexure - Annexure III***

7.4 Contribution to environmental awareness / protection

The institution spread awareness and sensitized both the student and the rural community around the college regarding sustainable environment through individual and group competitions, talks, exhibitions, movie screening etc.

A pond in Kuzhupilly Panchayat was cleaned.

Eco- friendly practices that encourage a spirit of environmental friendliness were implemented.

The promotion of the "food loss campaign" encouraged people to reduce their food print by persuading people to think before eating and hence contributing to saving the environment.

Segregating plastic and paper waste in the class room is essential for recycling plastic waste. Hence a separate waste baskets are given to each class for segregated disposal of waste.

7.5 Whether environmental audit was conducted?

Yes No

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

Strengths	Weakness	Opportunities	Challenges
<p>The location of the college in the middle of the city. Easy accessibility by rail, road and waterways enables us to avail all the facilities that the metro city has to offer.</p> <p>A pioneer institution for women education in Kerala with ninety years of history, the institution enjoys international renown on account of its established reputation which is augmented by alumni across the globe.</p> <p>It is the only women's college in the city of Cochin.</p> <p>The transparency of recruitment based purely on merit has succeeded in creating a team of faculty who are highly qualified, motivated and innovative. The teachers keep abreast of the developments in the world of academics.</p> <p>Mentoring, tutoring and remedial sessions are regularly conducted ensuring the holistic development of the individual. This is further ensured by regular value education classes and spiritual orientation programmes.</p> <p>Excellent infrastructure and support staff.</p>	<p>Lack of space on the campus compelling the institution to have separate blocks for arts and science streams</p>	<p>Being located in the commercial hub, industrial linkages are available.</p> <p>The conferring of autonomous status to the institution in June 2014 has opened vistas of opportunity for development</p> <p>Foreign Universities have shown interest in collaborative ventures</p>	<p>To meet the requirements of an autonomous institution and to successfully create a framework which will ensure the smooth functioning of the institution</p>

8. Plans of institution for next year

To encourage interdepartmental collaboration in teaching and research areas.

To conduct seminars/conferences/workshops related to patents and consultancies.

To apply for more major research projects

To intensify collaborations under TRACC

To conduct more academic gender sensitization programmes

To conduct internships programmes for students.

To promote more industry based student projects.

Name: Dr. Beena Job



Signature of the Coordinator, IQAC

Name: Dr. Sr. Vinitha



Signature of the Chairperson, IQAC

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Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
