

# Annual Quality Assurance Report (AQAR) 2016-17



**Sacred Heart College, Thevara  
Kochi - 682013**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (*for example 2013-14*)

2016-17

### 1. Details of the Institution

1.1 Name of the Institution

Sacred Heart College

1.2 Address Line 1

Thevara

Address Line 2

Kochi

City/Town

Kochi

State

Kerala

Pin Code

682013

Institution e-mail address

[office@shcollege.ac.in](mailto:office@shcollege.ac.in)

Contact Nos.

0484-2663380, 0484-2870501

Name of the Head of the Institution:

Dr. Johnson X. Palackappillil CMI

Tel. No. with STD Code:

0484-2870501

Mobile:

9447155564

Name of the IQAC Co-ordinator:

Dr. Joseph T Moolayil

Mobile:

9447404041

IQAC e-mail address:

[iqac@shcollege.ac.in](mailto:iqac@shcollege.ac.in)

1.3 NAAC Track ID (For ex. MHCOGN 18879)

15286

OR

1.4 NAAC Executive Committee No. & Date:

EC/63/RAR/58 dated 23.03.2013

(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:

[www.shcollege.ac.in](http://www.shcollege.ac.in)

Web-link of the AQAR:

<http://www.shcollege.ac.in/IQAC>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	Five Star		2000	2007
2	2 <sup>nd</sup> Cycle	A+	91.70	2007	2012
3	3 <sup>rd</sup> Cycle	A	3.3	2013	2018

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

01.03.2005

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

- i. AQAR 2011-12 submitted to NAAC on 29.12.2012
- ii. AQAR 2012-13 submitted to NAAC on 23.12.2013
- iii. AQAR 2013-14 submitted to NAAC on 31.12.2014
- iv. AQAR 2014-15 submitted to NAAC on 30.12.2015

v. AQAR 2015-16 submitted to NAAC on 30.12.2016

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

UG and PG programmes in Communication and Media

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

Mahatma Gandhi University,  
Kottayam, Kerala

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

Autonomy by State/Central Govt. / University Yes

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="28"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="7"/>
2.5 No. of Alumni	<input type="text" value="8"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="9"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="3"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="61"/>
2.10 No. of IQAC meetings held	<input type="text" value="1"/>

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

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

Nil

2.14 Significant Activities and contributions made by IQAC

- Organised review meetings of the Principal with various departments, committees, clubs and fora and evaluated the activities done by them in the beginning of the academic year.
- One day annual academic planning was held in March 2016 at the college to chalk out the academic calendar and to formulate strategies for quality enhancement. The representatives from all departments presented their plans for the next academic year in the session.
- IQAC Coordinator is a representative in the Academic Council of the college and uses the forum to present its policies and concerns regarding quality enhancement and assurance.
- IQAC Coordinator is a representative in the College Council which is the apex administrative team to advise the principal in the administration. This is an opportunity for IQAC to express quality angle in the policy making of the college.
- IQAC has played a role of liaison between the college and media to share various information regarding the college and its activities. IQAC also documented the various media publications.
- Conducts evaluation of various programmes conducted in the college and gives regular reports to the concerned.

2.15 Plan of Action by IQAC/Outcome

A plan of action is chalked out by the IQAC in the beginning of the year to ensure the quality enhancement and the outcome is evaluated by the end of the year during the planning cum evaluation meeting held during March, 2016.

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Course plan for academic instruction for each programme was proposed</li> <li>• Proposed for an effective online admission process and student data upgradation</li> <li>• Proposed the strengthening of remedial programmes for slow learners and fast learners</li>   <li>• Calendar of academic and curricular programmes is proposed</li> <li>• Enrichment of the age friendly campus</li>   <li>• IQAC suggested for an industry – institute – interface workshop</li> <li>• The international office has to be provided a dedicated office</li> <li>• Proposed to have more space for the conduct of examination.</li> </ul>	<ul style="list-style-type: none"> <li>• The proposal for course plan was implemented</li>   <li>• Online admission process fully implemented</li>   <li>• Remedial programmes (Student Support Programme) are conducted on a regular basis by various department. Special programmes are held for the toppers in every class. In addition Walk with Scholar with a teacher mentor for a group is effectively implemented.</li>   <li>• The academic calendar is adhere to a great extent.</li>   <li>• The student development department conducted three months long computer awareness, awareness in net banking and mobile banking for the elderly. A picnic was organised for the aged people registered under the scheme.</li>   <li>• Institute – Industry – Interface was organised by the college on 27 October, 2016 in which representatives from 25 industries concerns.</li>   <li>• A dedicated office and a conference room were provided to international office.</li>   <li>• An examination hall of area 4000 sq. ft was established.</li> </ul>

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No

   Management       Syndicate       Any other body

Provide the details of the action taken

An action plan was chalked out on the basic of the green audit of the campus

An effective strategy was strengthened to evaluate the student progression in UG and PG programmes

A model class room was established with ICT facilities and modern amenities

A new mentoring data sheet for effective mentor – mentee meetings was formulated

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		6	
PG	16		7	
UG	16		7	
PG Diploma	1		1	
Advanced Diploma				
Diploma				
Certificate	6		6	3
Others (MPhil)	3		3	
<b>Total</b>				

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	36
Trimester	
Annual	

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

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

*\*Please provide an analysis of the feedback in the Annexure*

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

The PG curriculum was revised with effect from June, 2016.  
 The revision of the UG curriculum is under process.



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

Nil
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89	57	32		

2.2 No. of permanent faculty with Ph.D.

45
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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
2	1	1				1		7	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

2	10	40
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	24	47	6
Presented papers	9	14	4
Resource Persons	5	9	16

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

Course plan is prepared by every teacher and teachers adhere to it to a great extent.

Students are encouraged to attend seminars, conferences and workshops to update their knowledge and skills.

Every department organises at least one invited talk by eminent scientist or scholar

Internships are made compulsory by a few departments and almost all departments organise field trips and industry visit during the final semester of the programme.

Advanced Teaching methods such as ICT enabled teaching methods, Video lectures, motivational videos and software supported lectures are a regular practice in all teaching departments

Cluster learning, group discussions and remedial teaching are organised on regular basis.

Every department has organised either a state level or a national level seminar

Department of Chemistry organised an international seminar inviting scientist across the world in which 16 foreign delegates participated.

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

174
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The bar coding of answer books by the college is fully implemented. Online multiple choice examinations are conducted for a few courses. Double valuation of answer scripts are implemented for all the PG programmes. Revaluation and Challenge valuation of answer scripts facility are offered. Open forums of Parents, Teachers and Students are conducted after the internal examinations at UG and PG level and progress of the students are discussed. Development of a question bank for all post graduate programmes has completed and questions are formulated from the pool and scrutiny is done by subject experts.

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

As the college has become autonomous, all the teachers of every department are the members of the board of studies of the respective subjects. Curriculum development workshops are conducted by all the PG departments. Besides, 6 members of the faculty are serving as members of the PG Board of Studies of subject such as English, Economics, Chemistry, Zoology, Botany and Mathematics. 4 members of the faculty are serving as members of the UG Board of Studies of subjects such Sociology, Chemistry, Zoology and Physical Education.

2.10 Average percentage of attendance of students 

92
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2.11 Course/Programme wise distribution of pass percentage:

**UG RESULTS**

PROGRAMME	APPEARED	PASS	PASS %	Grade awarded				
				A+	A	B	C	D
BA ENGLISH	26	23	88.46	4	12	5	2	
BA ECONOMICS	49	41	83.67	14	9	9	9	
BA SOCIOLOGY	26	12	46.15	2	0	4	4	2
BA Animation	34	22	64.71	0	0	4	16	2
BSc MATHEMATICS	37	32	86.49	11	9	7	5	0
BSc PHYSICS	45	32	71.11	10	12	9	1	0
BSc CHEMISTRY	52	45	86.54	17	18	5	5	0
BSc BOTANY	43	31	72.09	2	8	17	4	0
BSc ZOOLOGY	49	34	69.39	6	17	9	2	0
BCom TAX	62	62	100.00	23	9	4	16	2
B Com Tax SF	49	42	85.71	5	21	12	4	0
BCom CA	62	57	91.94	6	18	14	16	3
B Com TT	45	18	40.00	1	2	8	7	0
BSc COMPUTER APPLICATION	31	25	80.65	3	4	8	8	2

**PG RESULTS**

Programmes	APPEARED	PASS	PASS %	A+	A	B	C	D
MA Cinema & Television	7	2	28.57	0	0	2	0	0
MA ENGLISH	17	17	100.00	0	8	8	1	0
MA ECONOMICS	20	17	85.00	4	8	5	0	0
MSc MATHEMATICS	13	13	100.00	7	2	4	0	0
MSC PHYSICS	13	12	92.31	4	6	2	0	0
MSc CHEMISTRY-PURE	21	17	80.95	3	11	3	0	0
MSc CHEMISTRY - APPLIED	12	5	41.67	2	2	1	0	0
MSc BOTANY	11	10	90.91	3	5	2	0	0
MSc ZOOLOGY	9	9	100.00	1	6	2	0	0
M Com	22	22	100.00	10	8	4	0	0
MSc AQUACULTURE	13	9	69.23	0	1	6	2	0
M A Graphic Design	5	5	100.00	0	0	5	0	0
MCJ	11	11	100.00	0	1	9	1	0
MA Multimedia	6	6	100.00	0	0	6	0	0
MA Sociology	6	3	50.00	0	4	1	2	0

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

A one day Annual Academic planning workshop was organised on 23<sup>rd</sup> March, 2017 in which the teaching, learning process was evaluated.

IQAC insisted on the need for course plan and its effective implementation.

Feedback is collected regularly from teachers and students and the Principal gives the evaluation to the teachers and hold discussions with those teachers for whom corrections are required.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	6
HRD programmes	1
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	3
Staff training conducted by other institutions	15
Summer / Winter schools, Workshops, etc.	11
Others	

## 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	28	15	1	14
Technical Staff	1			

## Criterion – III

### 3. Research, Consultancy and Extension

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

For improving the research climate, the college initiated a research wing of the college SHARE – ‘Sacred Heart Advanced Research Endeavour’. It improves the research climate in the campus by organising various workshops for the research scholars and guides. All researchers present the developments of their research in the research congress, the meeting of SHARE conducted twice in the academic year. One in July and another in January. IQAC shares information about various seminars and training programmes to the research scholars. IQAC also documents the research achievements of research scholars registered under the centre. Seed money for research is provided for aspiring PG students and teachers

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	3		1
Outlay in Rs. Lakhs	123.79	83.595		25.32

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	11	7		
Outlay in Rs. Lakhs	12.25	9.30		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	19	
Non-Peer Review Journals		7	
e-Journals	2		
Conference proceedings	6	12	

#### 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	3	DST, UGC	10221100	9147000
Minor Projects			1	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	1	KSCSTEC	44500	35000
Any other(Specify)				
Total				

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	2	5	1		11
Sponsoring agencies	KSCSTE, ACS, DRDO, DST	IAS and INSA, KSCSTE			KSCSTE

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	
	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
8	2	1	2	2	0	1

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	<input type="text" value="20"/>	State level	<input type="text" value="13"/>
National level	<input type="text" value="4"/>	International level	<input type="text" value="2"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="3"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="8"/>
National level	<input type="text" value="2"/>	International level	<input type="text" value="2"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="3"/>
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="3"/>
		Any other	<input type="text" value="8"/>

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

**Towards an age friendly community 2016;** The College organised a yearlong programme for the select 25 elderly people in Ernakulam city to make them familiar with and to use electronic gadgets for their daily life. They were taught how to use mobile phones for banking, for chatting, social networking etc. Age friendly college was carried out in collaboration with MAGICS, an NGO. This gave them an energising feel about the campus which they have left years ago. A tour programme was also organised for the elderly people.

**Bio market:** The College maintains a bio market in the campus for the public, students and staff. This gives an opportunity for buying and selling the bio agricultural produce with minimum profit and maximum quality. Hundreds of people make use of it.

Water testing facility for the general public implemented by Department of Chemistry and Bhoomitrasena Club continue their service.

Roof top bio-farming by the agricultural club in collaboration with National horticultural mission is continuing.

A seven day long NSS Special camp at Kudayathoor Panchayath in Idukki district was carried out with 105 student volunteers and about 100 local participants during December 23 to 30.



The college organized an organic vegetable fair to promote a healthy life style and organic farming among the people of Kerala. This was done with a joint collaboration of Organic Kerala charitable trust. Organic vegetables, fruits, eco-friendly items and value added products were on sale and display at the fair that lasted for three days. People from various parts of Kerala visited and they were inspired by the experts who took awareness classes in the field of organic farming and healthy living. The major thrust was on vegetable production at home.

**Suchitwabodhana Yajnam** (an initiative by our extension centre Mithradham) was organised. It is a 15 day long campaign across the district with the target of clean Kochi by 2025 and it is led by our former faculty Dr. George Peter Pittappillil. This year the college organised a cleaning programme and a campaign on cleanliness on January 11, 2017.

College organised a **cleaning drive** in the fort Kochi beach. More than 330 degree students participated and also around 100 people from the community also participated in the cleaning drive. A campaign by the students was also organised to spread the importance of the cleanliness.

E. Sreedharan, the metro man of India and an eminent technocrat gave a lecture in connection with the **Chavara Excellence for Social Transformation Lecture Series** for the students and the public on 14.02.2017.

**Sargapatham**, an intercollegiate literary pentathlon was organised by the Speakers' Forum of the college on 17<sup>th</sup> November, 2016.

**Sneha Sangamam** was organised by Jesus Youth in which the over 100 destitute were entertained in connection with Christmas, providing food, clothing and financial support besides the active interaction with the college students on December 2016.

Visits to various orphanages were organised and financial support was provided to them by various fora/departments.

**DAYA** – a weekly food collection for the destitute initiated by Department of Sociology from among the students (around 100 food packets per week).

Department of Botany organised a fruit exhibition, fruitipedia on 16 August, 2016, in which variety of fruits and information about the fruits were displayed.

The college cultivated paddy in three acres of land in collaboration with the local community people at Arayankavu and the students of SH college. The community people and the students had done all the necessary things needed for the paddy cultivation. 450 students participated in the programme on different days for the paddy cultivation. It was an enthusiastic activity for the students and also for the community people.

**Urjakiran 2017**, an outreach programme were conducted at Thevara and Perumanur, two wards of the Cochin Corporation, with the technical support of Physics department to make awareness among the community people regarding the effective usage of home appliances and thus reduce

the electricity consumption. 230 people participated in the programmes. A rally was also organised on National Energy Conservation Day - December 14, 2016.

The college organised five **medical camps** in Thevara, Konthurthy, Panapallily Nagar, and Nettor region during the academic year 2016-17. Through the medical camp basic health check-up and blood test were done free. All together 320 people participated in the medical camps which have done in the different wards of the Cochin cooperation and maraud municipality

## 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	15.3 Acre			
Class rooms	70			70
Laboratories	27			
Seminar Halls	4			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others - A model ICT enabled classroom was dedicated for the students of the Dept. of English		1	College	

#### 4.2 Computerization of administration and library

Cataloguing of 15000 books into library software. Reclassification of old books is being done with the support of CPE. Main library and department libraries are networked.

All admission process was done through the administration software. Distribution of salary through MIS and network banking is complete.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	86039		2326	2342656	88365	
Reference Books	8264		170	775563	8434	
e-Books	N-LIST					
Journals	75	84000	Nil	Nil	75	84000
e-Journals	N-LIST					
Digital Database	N-LIST	5570				
CD & Video	423		Nil		423	
Others (specify)	Nil					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	240	54	20	3	65	17	76	5
Added	15	5						
Total	255	61	20	3	65	17	76	5

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

Network has been improved by adding high performance firewalls and switches. A training on the use of moodle was organised to improve the quality of teaching learning process.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	6.87
ii) Campus Infrastructure and facilities	76
iii) Equipments	15.31
iv) Others	1.5
<b>Total :</b>	<b>99.68</b>

## **Criterion – V**

### **5. Student Support and Progression**

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

In the beginning of the year, the IQAC organised a 2 day Orientation Programme for the newly admitted students to familiarize them with the college, its activities, infrastructure, learning resources, services offered to students, the various clubs and cells and student support programmes.

At the end of the programme, the final year students were given a Life Guidance Programme to equip them for life.

Academic calendar and handbook were prepared and distributed to the students to disseminate information regarding the internal assessment, End Semester examinations, programme schedule etc.

Remedial coaching, student counselling services, parent teacher meetings, active student mentoring programme are all streamlined and made effective during the academic year. The details of the student service programme are printed and publicised through the college handbook.

A fulltime student counsellor is continuing her service in the field of student counselling.

Every programme intended for student support and progression was made known to the students using the public announcement system and through website of the college

The mentoring programme is strengthened.

The grievance redressal mechanism is made more effective by the interface meeting between the student council and the authorities.

An Induction cum awareness programme is organised for the I UG and I PG students in the campus to make them aware of the student support programmes as well as various clubs and fora functioning in the college.

Walk With Scholar (WWS) programme was initiated for outstanding UG students of six selected departments.

Student Support Programme (SSP) for slow learners is operative.

Parent teacher meeting is organised once in every semester and PTA executive meeting is convened every month.

#### 5.2 Efforts made by the institution for tracking the progression

Every year, IQAC meets the faculty of various departments after the university results are published. In this meeting, the results are evaluated and strategies are formulated to improve upon students' performance.

Teacher evaluation and the performance of students are analysed by using statistical tools and records are maintained by IQAC.

Every department conducts an open house where the students along with their parents to discuss the performance of the students after every internal assessment. The fast learners are given academic counselling while slow learners are provided with remedial classes.

Feedbacks are collected from various stakeholders of the college every year and the responses are collated and evaluated. The relevant suggestions were incorporated in the planning for the upcoming year and the grievances addressed.

The placement of 106 smart students in leading banks and IT companies could be achieved through the efforts of the placement cell of the college. A finishing school was organised for all needy UG school students to make them employable.

All the students in the final year UG are motivated to be involved in outreach programmes.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others ( MPhil)
2045	388	49	52

(b) No. of students outside the state

48
----

(c) No. of international students

0
---

Men

No	%
937	37

Women

No	%
1548	63

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1383	244	23	728	27	2378	1523	231	20	735	25	2534

Demand ratio

Dropout %

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

<p>NET/SET Coaching          Career counselling service          Model aptitude test conducted by various agencies          Civil Service Study Circle          CAT examination coaching          Finishing school for the graduate students</p>
--

No. of students beneficiaries

800
-----

### 5.5 No. of students qualified in these examinations

NET	22	SET/SLET	11	GATE	2	CAT	14
IAS/IPS etc	0	State PSC		UPSC		Others	4

### 5.6 Details of student counselling and career guidance

The coordinator of the cell interacted with the students and the class tutors and made sure that the students in need are supported by a professional counsellor. Each batch has undergone training by a professional counsellor regarding stress management, enhancement of the EQ etc. In these classes students are divided into groups and were made to practise various stress management techniques. The college has appointed a full time student development officer and student counsellor.

Career guidance workshops are organised by the placement cell with the support of the professional agency for the outgoing UG and PG students. Career counselling is offered by the faculty of the respective departments.

No. of students benefitted 700

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>		
Number of Organizations Visited	of	Number of Students Participated	Number of Students Placed	of	Number of Students Placed
8		400	145		47

### 5.8 Details of gender sensitization programmes

As part of the talk series 'Igniting minds with living examples', the women's club of the college organised a talk by Mr. Reshma Lakhani, IRS, Commissioner, Central Excise, Customs on 19 July, 2016.

A Zumba Dance programme was organised by the women's club on September 23, 2016

A leadership training camp at Chalakkudy

## 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	60	1074155
Financial support from government	706	3787545
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

### 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

Additional cafeteria is established

Wifi facility for all students having their own laptops.

Lift facility is established in the main building.

Connectivity is established between all the buildings and this helps the students with physical disability  
Additional facility for research scholars and faculty members at main library

## **Criterion – VI**

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Vision: Fashioning of an enlightened society founded on a relentless pursuit of excellence, a secular outlook on life, a thirst for moral values as well as unflinching faith in God.

Mission: To provide an environment that facilitates the holistic development of the individual, enables our students to play a vital role in the nation building process and contributes to the progress of humanity, disseminates knowledge even beyond the academia, instils in the students a feel for frontier disciplines and cultivates a concern for the environment by setting lofty standards in the ever evolving – learner interface

#### 6.2 Does the Institution has a management Information System

Yes. The admission process, details of the students admitted are entered in the MIS and can be retrieved for various purposes. The attendance, results of the internal and End Semester Exams can be retrieved by the students and teachers through MIS. The office automation is in progress.

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

##### 6.3.1 Curriculum Development

Being an autonomous college, the college has formulated a new PG curriculum and syllabus and it will be implemented from the academic year 2016-17. Curriculum was updated for MPhil programmes in Economics, Commerce and Physics.

##### 6.3.2 Teaching and Learning

The ICT facilities in the campus are maintained and improved by substituting with new programmes.

Bridge courses are offered by every department to warm up the students from various streams of plus-two into their programmes of their choice.

Orientation talks are arranged by the college and the department to prepare the students to make them aware of the career prospects after the completion of the UG and PG programmes.

Workshops were held for the new students to improve competency in English.



Tutorial and remedial classes are conducted regularly to prepare the students for their study. Various departments of the college organised 19 Academic seminars to update the students of the recent developments in every subject.

Special classes are conducted to compensate the lost working days and to complete the instruction hours of the syllabus in time.

Compulsory seminars, assignments and open courses are offered for the students to overcome the tediousness of the conventional method.

Academic calendar with details of internal assessment and holidays are given in the College Handbook circulated at the beginning of the academic year.

### 6.3.3 Examination and Evaluation

Periodical class tests, two internal tests and an end semester examination for each course in a programme are conducted. Seminar presentation by students and assignments and viva-voce are conducted to assess performance of the students. Surprise test are conducted by some teachers to track the student progression. The evaluation of the answer sheet are conducted in a centralised camp under the supervision of the head of the department to minimize the errors during the evaluation. The results are published and the students are given chances to redress the grievances regarding the evaluation.

### 6.3.4 Research and Development

The faculty of the college had 25 International and 19 National research publications to their credit. In the present year 3 Major projects 7 Minor project are going on in various departments.

In addition to the projects fund, the management allotted 2 lakhs for supporting any socially relevant research projects (Sacred Heart Advanced Research Endeavour).

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is already automated using the LIS software Koha. Bibliographic details of 20000 backlog are entered into the library software. A new area for research scholars and faculty members was added to the main library. A seminar hall with the seating capacity of 30 was also set up.

### 6.3.6 Human Resource Management

The college has a self-appraisal system to evaluate the performance of the faculty. Feedbacks is collected from the students at the end of a semester. Corrective measures are taken based on the assessment. The vacant faculty posts were filled. Guest faculty were appointed in the beginning of the academic year. Newly appointed faculty were sent for orientation and refresher courses.

Apart from the office staff in the aided stream, many administrative staff and personnel were appointed by the management for the smooth functioning of the college.

### 6.3.7 Faculty and Staff recruitment

Faculty selection is done on the basis of merit adhering to the norms of the UGC and Govt. of Kerala.

### 6.3.8 Industry Interaction / Collaboration

The final year students visit factories and industries. PG courses like MSc Aquaculture and MA Multimedia also have industrial visit and training. BA English copy editor has an on the job training during the vacation after the 4<sup>th</sup> semester. Experts from industry are incorporated into various academic and advisory bodies

### 6.3.9 Admission of Students

The University rules are strictly followed. The college admits students for UG and PG programmes as per Government norms as the college was declared autonomous.

### 6.4 Welfare schemes for

Teaching	3
Non teaching	2
Students	2

### 6.5 Total corpus fund generated

3 Crore

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	College with external experts		
Administrative			Yes	IQAC

### 6.8 Does the University/ Autonomous College declares 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?

The college established an examination office with sufficient personnel. Prepared an examination manual. An examination committee is monitoring the quality of the activities of the examination wing on a regular basis. A workshop for the faculty is proposed on question setting strategies.

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

The Kerala Government granted autonomy to the college based on the recommendations made by the University after assessing the performance of the college in the past years.

#### 6.11 Activities and support from the Alumni Association

Alumni gathering is organised at the department level and a college level common mega meeting is carried out once in a year (usually Second Saturday of January).

Alumni association support a few extension activities of the college.

#### 6.12 Activities and support from the Parent – Teacher Association

PTA scholarship is distributed to the students based on merit cum means criterion, PTA supports in resource mobilisation for infrastructure development and student support activities.

PTA executive has regular meeting and give their suggestion for improvement.

PTA general body is meeting annually once.

#### 6.13 Development programmes for support staff

They were given regular training sessions in their respective domains.

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

Awareness for the reduction and reuse of the plastic usage in the campus.

National Environmental Awareness Campaign (The Centre for Environment and Development granted Rs. 15000 for the programme) this year.

Nature club, Bhoomitrasena Club, Haritasena and , tourism club are organising regular programmes for students to give environmental education.

New solar plant of 20 KV capacity is installed.

Rare and extinct trees & medicinal plants were planted in college premises as part of College botanic garden.

## 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.

Academic planning was done at end of March every year and the academic calendar was prepared by a representative group of teachers and administrative staff through a democratic approach under the leadership of IQAC. The proposal is discussed and approved in the faculty meetings.

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

All teachers are provided with the feedback on curriculum, teaching and evaluation.

All the computers in the campus were updated to the extent possible.

N-List password was issued to the PG students

A model class room was established with ICT facilities and modern amenities

A permanent student development officer and a student counsellor were appointed at the initiatives of IQAC.

Additional cafeteria is established

Wifi facility for all students having their own laptops.

Lift facility is established in the main building.

Connectivity is established between all the buildings and this helps the students with physical disability

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

Annual academic evaluation and planning for the upcoming year by a two day long workshop for teachers and administrative staff.

Assured financial support to any student in need and 'Earn while Learn' programme is effective for the students in the campus.

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

7.4 Contribution to environmental awareness / protection

College was a part of the annual Shuchitwabodhana yajnjam – 15 days long Community awareness programme on cleanliness in Ernakulam District.

Organic farming promotion – regular upland paddy farming

College has been doing projects by Centre for Environment and Development every year. This year the college was sanctioned a project under Ujrakiran programme. The college organised awareness programme about the use of electrical home appliances and how to reduce the energy consumption.

Environment science is now compulsory for all UG programmes.

Culture of waste management and minimisation of plastic usage

Organic Fair and Farmers' meet are organised in association with Organic Kerala Charitable Trust and Rajagiri Outreach

Water recharging units were installed in the campus

7.5 Whether environmental audit was conducted?

Yes

No

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

SWOC analysis is performed at Department level and faculty level were conducted.

Improved Corrective measures for students were introduced.

#### 8. Plans of institution for next year


Decided to prepare for the 4<sup>th</sup> Cycle of reaccreditation as per NAAC guidelines.

To make more classrooms as model classrooms with full ICT facilities.

To have more space for the conduct of internal and End Semester Examinations.

To have more international and national tie ups for research and teaching

To improve and update sports infrastructure facilities



*Dr Joseph T. Moolayil*



*Name Dr Johnson X. Palackappillil CMI*

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*



Calendar 2017-2018			
June			
Date	Day	Activity	Dept/Subunit
1	Thu		
2	Fri	Holy Eucharist	
		Distribution of study materials to School Children	Computer Science
3	Sat	Feast of Sacred Heart	
4	Sun		
5	Mon	World Environment Day	
6	Tue		
7	Wed		
8	Thu	World Oceans Day	Aqua Culture - Invited talk
9	Fri		
10	Sat		
11	Sun		
12	Mon	World Day Against Child Labour	
		Certificate course in Web Designing	Computer Science
13	Tue	St. Antony of Padua, World Blood Donor Day	Youth Red Cross
14	Wed		
15	Thu		
16	Fri	National Level two day days Hands-on Workshop on Data Analysis Using 'R'	Computer Science
17	Sat	World Day to Combat Desertification and Drought	Nature club
18	Sun		
19	Mon		
20	Tue	World Refugee Day	Economics Dept
21	Wed		
22	Thu		
23	Fri		
24	Sat	Feast of St. John the Baptist	
25	Sun		
26	Mon	International Day Against Drug Abuse & Trafficking	SADAS
27	Tue		

28	Wed		
29	Thu	Fest of St. Peter & Paul	
		Hands-on Workshop on Moodle (Follow-up programme)	Computer Science
30	Fri	Hands-on Workshop on Moodle (Follow-up programme)	Computer Science
<b>July</b>			
1	Sat		
2	Sun		
3	Mon	St. Thomas Day	
4	Tue		
5	Wed		
6	Thu		
7	Fri	Association Meet, Holy Eucharist	Oriental Languages
8	Sat		
9	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	Our Lady of Mount Carmel, World Snake Day	ZOOLOGY
17	Mon		
18	Tue		
19	Wed	Talk on Molluscs	Aquaculture
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue	Feast of St. James	
26	Wed		
27	Thu	French Interactive Session	French
28	Fri	Feast of St. Alphonsa	
29	Sat	World Tiger Day	ZOOLOGY
		Computer literacy to SH School students by students	Computer Science
30	Sun		

31	Mon	Feast of St. Ignatius of Loyola	
<b>August</b>			
1	Tue	INSPIRE	Physics
2	Wed		
3	Thu		
4	Fri	Holy Eucharist	
5	Sat		
6	Sun		
7	Mon		
8	Tue		
9	Wed	International Day of Indigenous People	Sociology
		Invited talk on Present status of Aquaculture in India	Aquaculture
10	Thu		
11	Fri		
12	Sat	International Youth Day	
13	Sun		
14	Mon	Elocution competition in association with Independence Day	Oriental Languages
15	Tue	Independence Day, Assumption of Our Lady	NCC
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun		
21	Mon		
22	Tue	Sargapatham	
23	Wed	Seminar	French
		Sargapatham	
24	Thu	Sargapatham	
25	Fri		
26	Sat	Women's Equality Day	
27	Sun		
28	Mon	Ayyankali Jayanthi, Feast of St. Augustine	
29	Tue	Feast of St. Monica	
30	Wed		
31	Thu		



September			
1	Fri	Bakrid, Holy Eucharist	
		Invited talk by IT expert	Computer Science
2	Sat		
3	Sun	Onam, Feast of St. Gregory	
4	Mon	Onam, Feast of St. John Maria Vianny	
5	Tue	Onam, Teachers' Day	
6	Wed	Onam, Sreenarayana guru jayanthi	
7	Thu		
8	Fri	International Literacy Day, Nativity of Blessed Virgin Mary	
9	Sat		
10	Sun		
11	Mon		
12	Tue	Sreekrishnajayanthi	
13	Wed		
14	Thu	Hindi Day Celebrations	Hindi
15	Fri		
16	Sat	Ozone Day	
17	Sun		
18	Mon		
19	Tue		
20	Wed		
21	Thu	Sreenarayana Samadhi dinam, Feast of St. Mathew, International Day For Peace	
22	Fri		
23	Sat		
24	Sun		
25	Mon		
26	Tue	Talk on Present status of Indian fisheries	Aquaculture
27	Wed	World Tourism Day	
28	Thu	Green Consumer Day	
		Talk by alumni	Computer Science
29	Fri	Mahanavami	
30	Sat	Vijayadasami	

<b>October</b>			
1	Sun	International Day of Older Persons, Feast of St. Theresa of Liseux	
2	Mon	<b>Gandhi Jayanthi</b>	
3	Tue	World Habitat Day Gandhi Smrithi	Oriental Languages
4	Wed	Feast of St. Francis of Assissi	
5	Thu		
6	Fri		
7	Sat		
8	Sun	Airforce Day	NCC
9	Mon		
10	Tue		
11	Wed	Talk on Monsoon trawling on closed season	Aquaculture
12	Thu		
13	Fri		
14	Sat		
15	Sun	Feast of St. Teresa of Avila	
16	Mon	World Food Day	
17	Tue		
18	Wed	<b>Deepavali</b>	
19	Thu		
20	Fri		
21	Sat		
22	Sun		
23	Mon		
24	Tue		
25	Wed		
26	Thu	Invited talk	Sanskrit
27	Fri		
28	Sat		
29	Sun		
30	Mon		
31	Tue		
<b>November</b>			
1	Wed	<i>Keralapiravi, All Saints Day</i>	Oriental Languages
2	Thu		
3	Fri	Holy Eucharist	

4	Sat		
5	Sun		
6	Mon		
7	Tue	Hrudyasargasamgamam	
8	Wed	Hrudyasargasamgamam	
9	Thu	Hrudyasargasamgamam	Physics
		Motivational talk by alumni	
10	Fri		
11	Sat		
12	Sun		
13	Mon		
14	Tue	Children's Day, World Diabetes Day, National Cooperative Week (14-20, November)	
15	Wed	Invited talk on Quality standards for fishery products	Aquaculture
16	Thu	International Day for Tolerance and Peace	
17	Fri		
18	Sat		
19	Sun	National Integration Day	
20	Mon	Child Rights Day, Universal Children's Day, Feast of the Christ the King	
21	Tue		
22	Wed		
23	Thu	Invited talk	Malayalam
24	Fri		
25	Sat	International Day for the Elimination of Violence against Women	
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu	International Computer Security Day, St. Andrew, the Apostle	
<b>December</b>			
1	Fri	Holy Eucharist	

2	Sat	International Day for the Abolition of Slavery	
3	Sun	International Day of People with Disability, Feast of St. Francis Xavier	
4	Mon	Navy Day	
5	Tue	International Volunteers Day	
6	Wed		
7	Thu	Prof. Jolly Lukose Endowment Quiz	Physics
8	Fri	Immaculate consumption of blessed virgin Mary	
9	Sat		
10	Sun	World Human Rights Day	
11	Mon		
12	Tue		
13	Wed	Sports Day	
14	Thu	Feast of St. John of the cross	
		Invited talk on Management of small enterprises	Aquaculture
15	Fri		
16	Sat		
17	Sun		
18	Mon		
19	Tue	Chavara Lecture Series	
20	Wed		
21	Thu		
22	Fri	Christmas Celebrations (After noon)	
23	Sat		
24	Sun		
25	Mon	Christmas	
26	Tue	Alumni Meet	Compuer Science
27	Wed	Feast of St. John	
28	Thu		
29	Fri		
30	Sat		
31	Sun		
<b>January</b>			
1	Mon		
2	Tue	Mannam Jayanthi	

3	Wed	Feast of St. Chavara, Founder's Day	
4	Thu	World braille day	
5	Fri	Holy Eucharist	
6	Sat		
7	Sun		
8	Mon		
9	Tue		
10	Wed	Viswa Hindi Divas	Hindi
11	Thu		
12	Fri	National Youth Day	
13	Sat		
14	Sun		
15	Mon	Army Day	
16	Tue		
17	Wed	Invited talk on Fish processing industry of India - Problems and prospects	Aquaculture
18	Thu		
19	Fri		
20	Sat	Heartifest, Feast of St. Sebastian	
21	Sun		
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri	Republic Day Fusion	Physics
27	Sat		
28	Sun		
29	Mon		
30	Tue	Martyrs Day	
31	Wed	Feast of St. Don Bosco	
<b>February</b>			
1	Thu		
2	Fri	World Wetlands Day - invited talk, Holy Eucharist	Aquaculture
3	Sat		
4	Sun		
5	Mon		
6	Tue		

7	Wed		
8	Thu	College Day	
9	Fri		
10	Sat		
11	Sun		
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed	International Mother Language Day	Oriental Languages
22	Thu		
23	Fri		
24	Sat		
25	Sun	Sivarathri	
26	Mon		
27	Tue		
28	Wed	National Science Day	
<b>March</b>			
1	Thu	Universal Human beings Week	
2	Fri	Holy Eucharist	
3	Sat		
4	Sun		
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun		
12	Mon	Dandi March Day	
13	Tue		
14	Wed		
15	Thu		
16	Fri	Planning and Evaluation	
17	Sat	Feast of St. Patric	
18	Sun		
19	Mon	Feast of St. Joseph	

20	Tue		
21	Wed	International Day of Forests, World Poetry Day, International Day for the Elimination of Racial Discrimination	
22	Thu	World Water Day - Invited talk	Aquaculture
23	Fri	World Meteorological Day	
24	Sat	World TB Day	
25	Sun	Feast of the Annunciation	
26	Mon		
27	Tue	World Theatre Day	
28	Wed		
29	Thu		
30	Fri		
31	Sat		
<b>April</b>			
1	Sun		
2	Mon	International Children's Book Day, MS Office and internet training to house wives residing nearby the college (5 days programme)	Computer Science
3	Tue		
4	Wed		
5	Thu		
6	Fri	Holy Eucharist	
7	Sat	World Health Day	
8	Sun		
9	Mon		
10	Tue		
11	Wed		
12	Thu		
13	Fri		
14	Sat		
15	Sun		
16	Mon	Easter	
17	Tue		
18	Wed	World Haritage Day	
19	Thu		
20	Fri		

21	Sat		
22	Sun	World Earth Day	
23	Mon	World Book and Copyright Day, Feast of st. George	
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun		
30	Mon		
<b>MAY</b>			
1	Tue	International Labour Day	
2	Wed		
3	Thu	World Press Freedom Day	
4	Fri	Holy Eucharist	
5	Sat		
6	Sun		
7	Mon		
8	Tue	World Red Cross Day	
9	Wed		
10	Thu		
11	Fri	National Technology Day	
12	Sat		
13	Sun		
14	Mon		
15	Tue	International Day for Families	
16	Wed	Feast of St. Matthias	
17	Thu		
18	Fri	International Museum Day	
19	Sat		
20	Sun		
21	Mon	World Day for Cultural Diversity for Dialogue and Development	
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun		



28	Mon		
29	Tue		
30	Wed		
31	Thu	World No Tobacco Day	

## **Annexure I**

### **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

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