

SACRED HEART COLLEGE (AUTONOMOUS), THEVARA
INTERNAL QUALITY ASSURANCE CELL

QUALITY INITIATIVES 2015-2016

Sl. No.	QUALITY INITIATIVE	DESCRIPTION	OUTCOME
1.	IQAC Annual Planning for the year 2015-2016	<ul style="list-style-type: none"> ❖ Academic annual planning for the year 2015-2016 was held on 24 March, 2015 at Fr. Melesius hall. ❖ 67 Faculty members representing all the departments attended the planning meeting. ❖ Principal, IQAC co-ordinator and all the department heads presented the report of 2014-2015 and academic plan of 2015-2016. 	<ul style="list-style-type: none"> ❖ Academic planning for the year 2015-2016 ❖ SWOT analysis of the college and departments. ❖ Academic calendar and examination schedule were prepared. ❖ Budget allocation.
2.	Academic and Administrative Audit (AAA)	Academic and Administrative Audit was conducted during 18-19 February 2016 by an external expert team.	<ul style="list-style-type: none"> ❖ The expert team prepared the evaluation report and submitted to College Management. ❖ The report shared with the stakeholders for discussion.
3.	Preparation of Institutional Reports	<ul style="list-style-type: none"> ❖ Annual Quality Assurance Report (AQAR) for the year 2014-2015. ❖ The College Annual report for the year 2015-2016. ❖ IQAC Annual Report for the year 2015-2016. ❖ Heartbeats – Official Newsletter of the College 	❖ Compilation of academic achievements, co-curricular and extra-curricular activities, faculty & student achievements in academics and research, quality initiatives of IQAC etc.
4.	Preparation of Academic Calendar for the Year 2015-2016	College Calendar containing the description of courses, examination system, exam calendar, college rules and directory.	Calendar distributed to teachers and students in June 2016. Faculty members and students can gain information about the courses, faculty members, and exam schedule and college rules.
5.	Faculty Quality Enrichment Initiatives	Several faculty quality enrichment initiatives have been taken by IQAC.	IQAC initiatives enriched the quality of faculty members.

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		<ul style="list-style-type: none"> ❖ Faculty Induction Programme for newly recruited teachers during 24-31 July 2015. ❖ Faculty Development / Orientation programmes for teaching staff ❖ Financial assistance to teachers for participation in conferences and presentation of research work in conferences. 	<ul style="list-style-type: none"> ❖ 16 Newly recruited faculty members participated in the FIP. ❖ 11 Faculty development / Orientation programmes were organized for faculty. ❖ 49 Faculty members were given financial assistance. The total amount provided being Rs. 2.68 Lakhs.
6.	Quality Enhancement Programmes for Nonteaching staff	<ul style="list-style-type: none"> ❖ Orientation on Green protocols on 17 July 2015. ❖ Orientation on the applications of EXCEL on 04 December 2015. ❖ Training programme on Tally on 04 May 2016. 	<ul style="list-style-type: none"> ❖ 25 non-teaching staff participated. ❖ 10 non-teaching staff participated. ❖ 04 non-teaching staff participated
7.	Academic exchange programmes	<ul style="list-style-type: none"> ❖ Juniata College, Pensylvannia, USA ❖ Indocosmo Pvt. Ltd, Japan 	<ul style="list-style-type: none"> ❖ Dr. Grace Thomas and 5 students visited Juniata College, Pensylvannia, USA for 3 weeks as part of the academic exchange programme. ❖ Ogata Yuva from Japan joined the college for a communicative English course.
8.	Student Enrichment Programmes	Walk with scholar programme for degree students.	Mentoring of advanced learners
9.	Heartian Best Practices	<ul style="list-style-type: none"> ❖ Hrudayarambham 2015 for the UG and PG programmes were held with well-prepared schedule. UG – 18, 19, 23 & 24 June 2015 PG – 10 & 13 July 2015 ❖ Graduation Ceremony 2016 	<p>Students were made aware of the CBCSS-Elective system, grading pattern, anti-ragging policies, gender sensitization issues, code of conduct, green protocols, clubs and fora and other important policies</p> <p>The graduation ceremony of the final year UG and PG students was held in the college auditorium.</p>

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		❖ <i>College Student's Council (Union) Election 2015</i>	In order to initiate the student community to the democratic process of electing the representatives to the administration of the nation, the college conducted the college union election process in the parliamentary system following the Lyngdho Committee report.
		❖ <i>Chavara Lecture Series</i>	Following the legacy of St. Chavara Elias Kuriakose, the founder of CMI congregation and a social reformer of Kerala, the college organized its prestigious Chavara Lecture Series on Excellence for Social Transformation on 15 December 2015. The lecture was delivered by Magsaysay award winner Mr. P. Sainath on corporatisation of Indian media, representative democracy in India, agrarian crisis, farmer suicide, inequality etc.
		❖ <i>Sargapatham 2015</i>	The unique literary pentathlon – Sargapatham was organized by the college on 18-20 November 2015. The special introductory panel discussion was held on the contemporary topic “ <i>Use of Social Media</i> ”.
10.	Promotion of research and publication.	❖ Research Meet ❖ Dan Thottakkara Endowment Best Researcher Award ❖ <i>Heartian Science Congress</i>	❖ Research meet on 13/01/2016 & 14/05/2016. ❖ Dr, Siby Mathew & Dr. Franklin John (Science) and Dr. Rajesh James (Arts) won the best research publisher award for the year 2015-16. ❖ Session on Nobel Winning contributions of the year and presentation of projects.

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11.	Participation in National level Rankings	IQAC documents the academic achievements and prepares the report to submit before various ranking institutions like India Today, The Week etc.	The college ranked high in all the rankings. ❖ India Today Ranking Arts - 28 Science - 27 Commerce - 28 ❖ The Week Ranking Arts - 36 Science - 21
12.	Service-Learning Course	<ul style="list-style-type: none"> ❖ A platform called HEAL (<i>Heartian Extended Arm for Life</i>) is created for extending the teaching learning process into everyday life and communities around. A trained social worker is made in-charge as Student Development Officer (SDO) to identify avenues for departments and students to extend their learning to real life situation, and lend service to the campus or community. The office of SDO functions for the overall development of the students especially from the angle of promoting service orientation and community engagement among the students. ❖ The one credit compulsory students service learning course constitutes the academic component of HEAL. The programme is meticulously guided and monitored by the SDO. ❖ The SDO office liaises with various communities, local self-government institutions and prepares projects and programmes for meaningful community engagement of the campus. 	<p>Organized several programmes as part of service-learning course. Some of them are listed below.</p> <ul style="list-style-type: none"> ❖ Campus cleaning – Every Monday ❖ Comprehensive Cancer awareness programmes in 3 divisions of Kochi. ❖ Chavara Bhavana Padhati – A house a year ❖ Swachh bhaarat – Swachh Thevara. Week long celebrations of cleanliness. ❖ Suchutwa Bodhana Yajnam rally on 11/01/2016 ❖ Fort Kochi beach cleaning – Every Saturday ❖ Roof-top cultivation ❖ Jackfruit mela on 16/08/2015 ❖ No Horn Day observation ❖ Traffic Assistance program ❖ Age friendly club inauguration ❖ Paddy cultivation at Arayanakavu
13.	Faculty evaluation by students	<p>After every semester the students evaluate teachers based on a five-point criteria.</p> <p style="text-align: right;"> Co-ordinator Internal Quality Assurance Cell Sacred Heart College Thevara, Kochi-682 013 </p>	<ul style="list-style-type: none"> ❖ Faculty get a feedback of their teaching. Any improvement in the teaching methodology can be achieved on the basis of the report. ❖ Principal interacts with faculty provide

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			suggestions based on their student evaluation data.
14.	PG Syllabus revision	Board of Studies of all the PG departments carried out the discussion and preparatory works of new PG syllabus. The drafted syllabus was approved by the corresponding board of studies. Academic council approved the BoS recommendations and forwarded to the University.	New PG syllabus for all the courses have been approved and introduced from the academic year 2016-2017.