

**ASSESSMENT REPORT FOR  
INSTITUTIONAL  
RE-ACCREDITATION OF  
  
SACRED HEART COLLEGE**

**THEVARA – 682 013, KOCHI  
KERALA**

**March 14 – March 16 2007**

**National Assessment and Accreditation Council  
Bangalore**

## REPORT OF THE INSTITUTIONAL ACCREDITATION OF SACRED HEART COLLEGE, THAVERA, KOCHI, KERALA

### Section I: Preamble:

The Sacred Heart College fondly known as Thavera College was established in 1944 as a college for men. They switched over to a co-education college in 1975. It is one of the premier institution of higher education in the State of Kerala. The College has an excellent green environment and is situated in a campus area of 11.98 acres of land on the shores of Vembanad Lake in the city of Kochi. It has a built in space of 1,50,000 Sq.ft.. The College is moving forward as a citadel of learning for imparting higher education. It has clear vision of establishing an enlightened society founded on secular outlook of life, thrust for moral value and unflinching faith in God.

The College is affiliated to Mahatma Gandhi University, Kottayam, Kerala. The UGC recognized the College under 2f and 12B. It has 2351 students on the role who are essentially from backward urban, semi-urban backward groups. Out of these students 1436 are girls. There are 76 regular and 41 guest lecturers in the College. Twenty two teachers are Ph.D and 40 are M.Phil degree holders. Nine teachers would complete Ph.D work very soon and 3 teachers are undergoing Faculty Improvement Programme. Some teachers have earned reputation in the field of Arachnology and environmental studies. The is a multi-faculty institution offering 38 academic programs of which 12 are undergraduate, 4 certificate courses, 1 Diploma, 1 PG Diploma, 2 short term courses, 10 postgraduate courses and 6 Ph. D programs. The college has been assessed for X<sup>th</sup> plan UGC development assistance and identified as College with Potential for Excellence. The College has an academic ambience amidst natural surroundings overlooking the Vembanad lake.

There are 47 members of the non-teaching staff and 5 technical staff. There is a separate department of Physical Education. The College has common

facilities such as Central library, Computer center, Health Club, Sports grounds, Hostel, Guest house, Canteen, Gymnasium, Shooting range, Vehicle parking shed, and Non-resident center. The College is equipped with modern gadgets in teaching and research. Extra curricular activities for students include NCC, NSS etc. The College maintains a sound value system which was embedded in the campus ethos. Other programmes of the College give opportunity to the students to develop their personality.

The unit costs of education including and excluding the salary component are Rs.21,395 and 6,403 respectively. After the first accreditation the College formed the Internal Quality Assurance Cell (IQAC) which is functioning well. Sacred Heart College volunteered for re-accreditation by NAAC and accordingly submitted its Re-Accreditation Report in January 2007. A Peer Team was constituted by the Council to visit the institution to validate the Re accreditation report. The Peer Team consisting of Prof. Ananda Deb Mukhopadhyay Formerly Vice-Chancellor, Vidyasagar University, Kolkata as Chairman, Prof. Usha Mukundan, Principal Ramniranjan Jhunjunwala College, Ghatkopar, Mumbai as member and Prof. L. Thara Bhai, Professor and Head, Department of Sociology, Madurai Kamaraj University as member co-ordinator visited the college for three days on 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> March 2007.

The Peer Team carefully perused the Re accreditation report and additional information given by the college during the visit and the Team also went through the entire relevant documents, visited departments and facilities available in the College. The Team interacted with the Principal, the members of the College Development Council, the teaching and non-teaching staff, the students, the alumni and the parents separately. Based on the above observations and within the framework of the seven criterion identified by NAAC, the Team has assessed and re-accredited the College with the following observations.

## Section I: Criterion -Wise Analysis:

### II: Curricular Aspects:

The founders of the institution have framed the motto "A Righteous heart seeks after wisdom" and its vision "Establishing an enlightened society founded on a relentless pursuit of excellence, a secular outlook of life, a thirst for moral values and an unflinching faith in God". The motto and vision of the institution is embedded in the spiritual core of the institution. The mission of the institute centers round facilitating holistic development of students so that they can play a pivotal role in nation building process. The institution also has its mission to disseminate knowledge beyond academic spheres. The goals and objectives of the institution are oriented towards curricular aspects so that its students hailing from backward urban and semi-urban community can be made intellectually competent human resources with humanistic values to face the regional, national and global challenges.

The institution believes in quality assurance and quality sustenance in consonance with its goals. The sense of social justice is promoted in the minds of the students of the College through old age home visit and upliftment programmes of BPL homes etc. The institution encourages students with IT enabled teaching and ICT facilities to keep pace with the modern trend of development in curriculum and curricular transaction with quality and competence.

Sacred Heart College affiliated to MG University has introduced some innovative courses, restructured some course contents and initiated add-on courses. Now 50 % of the courses have vocational orientation ones. Many faculty members are members of Board of Studies and resource persons for conferences and seminars. The College is to be given credit for the introduction of The Semester Around the World Programme for the foreign nationals where the credits given are accepted by the Notre Dame University and St. Mary's College, USA. Innovative teaching method is followed by some teachers of the College.

The College has Ph.D. programme, Post graduate courses, Under Graduate courses and Diploma and Certificate courses. Academic flexibility is another characteristics of the College. The College makes consistent effort to overcome the rigidity by introducing self-financing and add-on courses. The College plans and restructures courses through feedback mechanism. Student's feedback is done in the classrooms whereas parent's feedback is done at open house session. Periodically alumni feedback is received by the College. College website has a feedback page for the use of public. After the accreditation college made several changes on the basis of the recommendations given in the report. Some syllabi is reorganized or restructured on the basis of UGC model and guidelines. Internal assessment has been introduced for all the courses. All the Postgraduate courses have been brought under semester system and new electives have been introduced. Most of the recommendations given in accreditation report have been fulfilled by the College. English and Mathematics training has been introduced and the number of research publications has been increased. The faculty members have published 32 articles in international journals, 58 articles in national journals. 10 books are written by the teachers and five books are edited ones. Innovations in teaching and learning process are made by introducing seminars and projects at UG and PG level. Language Departments are active by publishing newsletter and celebrating festive days. Wi-fi/cable networking is another innovation in the College. Many new courses are introduced like Electrical and Electronic Equipment Maintenance, Food Processing and Preservation and Tissue culture.

The CBCS system is not in vogue in the institution but semester pattern with internal assessment are in practice since 2000 in PG and some other courses. The College has Ph.D programmes in Physics, Chemistry, Botany, Zoology, Economics and Commerce. The other programmes offered by the College are MA in English language and literature, and Economics, M.Com. in Commerce, M.Sc. in Botany, Physics, Chemistry, Applied Chemistry (Pharmaceutical) Zoology, Aquaculture and Fish Processing, B.A in English Copy Editor, Economics,

Sociology, B.Com. in Commerce, B Com with Computer, B.Sc in Botany, Zoology, Industrial chemistry, Chemistry, Physics, Mathematics, Computer Application, PG Diploma Computer courses, 'O' level of DOEACC and few other short term and vocational courses. The institution has broad thinking about academic curricula with maximum elective options and flexibility.

There is a rigorous feed back mechanism followed by the institution as evaluation is made by all most all stakeholders. The students' opinion regarding teaching and evaluation is collected by teachers. The parents also express their opinion during open discussion after terminal examinations. The alumni also give their feed back on evaluation mechanism. The organizations which visit the institute for recruitment also give feed back about the competence of the students produced. One unique feature is a feed back page in the College website where students and public can vent their opinion frankly.

The best practices in curricular aspects implemented by the institution are (a) Net worked campus and free network access to students and teachers, (b)transparent internal assessment system, (c)Invited lecture by experts, (d) digital editing studio, (e) virtual learning centre, (f) language laboratory, (g)new research division, (h) common instrumentation centre and (i) IT centre. The total number of working days in the College is 276 and the teaching days are 192.

## **II: Teaching-Learning and Evaluation:**

The College strictly adheres to the norms laid down by the State Government and the University for admission of students in various courses. Fifty per cent seats are filled up on the basis of merit. Only 10% seats are reserved for students belonging to Syrian Catholic community and in such cases the admission is also on the basis of merit. There is 20% seat reservation for SC/ST students. The management selects 20% seats as per its choice. There is also provision for admission of physically handicapped students. The women students outnumber men students both in the Postgraduate (PG) and Undergraduate (UG) levels. The

average demand Ratio (DR) for all courses in last years was 6 : 1. The DR for UG and PG are 6 : 1 and 7 : 1 respectively. The DR for self financing courses is 7 : 1.

The Departments of English and Economics conduct bridge courses for academically weak students. The College is yet to open remedial courses for the slow learners. The College annually prepares a handbook containing programmes of courses, schemes for internal evaluation, college rules, curricular activities, extension services etc. This handbook is distributed to the students before the commencement of the academic session. The syllabus is divided into two modules and the teachers are instructed to complete the modules within stipulated academic sessions. On completion of each module evaluation and assessment are done.

In order to make teaching-learning more effective some of the departments conduct seminars, group discussions, quiz, field visits, study tours are regularly conducted by the College. Internet and audiovisual aids supplement the teaching-learning process in some departments. The routine class room teaching is supported by debates, lectures by experts, budget analysis through VLC in some departments. Moreover on job training constitutes an important feature in vocational courses. Since the last accreditation by NAAC special care has been taken to make student-centered learning with ICT aids in the class room. In order to make teaching, learning and evaluation more effective, the College has introduced interactive sessions, tutorial system, counseling, special events, innovative programmes.

During the last five years 24 teachers availed Faculty Improvement Programme (FIP) of UGC. Thirty eight teachers have attended national and 40 teachers have attended international seminars. Since last accreditation by NAAC, teachers have obtained 13 Ph.D degree and 11 have obtained M.Phil degree. 10 have already submitted their Ph D thesis. 25% of the faculty members have acted as resource persons in seminars/workshops and refresher courses.

The evaluation system of the College has undergone a change during the last five years after introduction of semester systems and internal assessment system. With respect to examination, 20% marks are for internal assessment for UG and 25% for PG, which is distributed for attendance, assignment, seminar and test.

The College has introduced an appraisal mechanism to evaluate the performance in teaching, research and other institutional programmes of the faculty. There are also several evaluation platforms such as student evaluation programme, renewal programme, socials, tutorials and alumni meets.

The College to its credit has developed linkages with international and national institutes like Hohenheim University, St. Mary's College and Notre Dam University, Indiana, USA, CRL, FACT, IRE, HOC, MPEDA, CMFRI, IICT, CCMB, Washington University, USA.

### **III : Research, Consultancy and Extension:**

Twenty two teachers are Ph.D and 40 are M.Phil degree holders. Twelve teachers are actively engaged at present in their Ph.D degree works and 9 of them are expected to complete their work very soon. 24 teachers have been recognized as Ph.D and M.Phil theses guides.

The College has constituted a Committee to coordinate research activities and also to initiate new research schemes. The research activities of the College has increased with the recognition of 6 departments as Research Centres by the affiliated Mahatma Gandhi University. The College has received research grants from UGC, DST, Spice Board, KSCSTE, ICAR, MOEF, CDART etc. The teachers have completed 18 research projects with an outlay of Rs 62,92,000/-. There are 7 ongoing research projects with total outlay of Rs.26,11,270 only. There are two post-doctoral fellows one at Economics another at Botany departments. In order to enhance research activities the construction of a



common instrumentation centre is completed by the College. All the departments have net connectivity. Library is modernized with digital technology. E-search facilities and DELNET are available in all Departments. A conference hall with all modern facilities is another feature of the College. College instituted the "best publisher award" for a person who publishes a book or paper

Some of the mentionable thrust areas of research in the College are Ethnobotany, Organic Mass Spectrometry, Polymer Chemistry, Reliability Analysis, Financial Modelling and Economics, Arachnology, Neurobiology and Ageing, Biotechnology, Environmental Science and Tissue culture.

Ten books have been authored by the teachers of the College. The teachers have published 32 articles/papers in international and 58 in national journals. Eleven articles are also published in 5 books edited by the teachers of the College. Besides, the teachers contribute more than 300 articles to popular magazines and dailies. Some teachers of the College have intellectual capability and expertise to offer consultancy to industries and public. The College has opened a Consultancy Centre where from consultancy services is rendered in areas such as Translation, Editing, Spoken English, comparative literature, visualization, Economic forecasting, Foreign Trade, Market research, aquaculture, Algae identification etc.

The College organizes regular outreach programmes for the welfare and upliftment of the neighborhood. Such activities include medical camps, awareness programme for health and hygiene etc. A large number of teachers and students donated blood through blood donation programmes in the College. The local people are also made aware about protection of environment and conservation of water. A special programme of mangrove protection has been undertaken by the College in collaboration with the Indian Railways. Several extension activities such as CAP, Free Eye Camps, DST (SAP), AIDS awareness programmes, soft-skill development have been organized by the College. The

College has also introduced earn while you learn programme and medical assistance to weaker section of students.

#### **IV: Infrastructure and Learning Resources:**

The College is situated in Thavera in a 11.98 acres of land. The built in space of the campus is . 1,50,000 sq ft. The College campus houses three blocks having 154 class rooms , 20 laboratories, seminar halls and conference rooms. The PG class rooms are well equipped with computer, internet and other teaching aids. The College has kept pace with its academic growth by gradually augmenting its infrastructure facilities. There is a planned maintenance policy of its infrastructure with a team of carpenters, masons, and painters. The electrical and electronic equipments are maintained by outside agencies. The funds for maintenance come from Government grants, donations, grants from education bodies etc. The College has prepared a Master Plan for its development.

The College library is fully computerized with a software developed by the College which is highly commendable, a digital set up, broad band service with a speed of 512kbps, the College server, Mail server and FTP server. The library is kept open for 8 hours (8 AM to 5 PM) every day. The library has 343 working days. The general library of the College has 71,700 books and 53 journals. It has spacious reference section. It has also internet browsing and reprographic facilities. The functioning of the library is monitored by the Library Advisory Committee. DELNET service is available in the library. The library has reading rooms for teachers and students. During the last five years the College has spent Rs.15,30,000 for purchase of books and journals. The Library Club of the College functions to (a) promote reading habits among students, (b) attract more students to make use of various facilities of the library, (c) encourage students for further study and research in their subjects and (d) to encourage students to read great literary works. The departments of English, Economics and Zoology have their individual departmental libraries.

The College has also set up an audio-video studio. It is established for initiation of courseware production. The Audio-Visual gadgets available are TV, LCD, and DVD players. The LAN links the Principal's Office, Libraries, the departments and the PG classes.

The College gives special thrust to computer aided learning, office administration, and examination reforms. The College is an online TOEFL Centre. A special feature of the College is that the computer facility is open to all students, teachers and administrative staff. The admission system and examination office is fully computerized. Teachers in batches are trained for computer aided teaching. Five departments have computer laboratories. The College has more than 200 computers. It has also a central computing facility.

There is hostel facility for men students. The College canteen is well furnished, neat and clean and they give subsidized food for their students. The College has a workshop and the rooms for instrumentation centre have been constructed. The College campus also houses a post office, ATM centre and a Printing Press. There is welfare scheme in the College like Credit Cooperative Society which accepts deposits and gives loan to the staff. There is another cooperative society which caters to the stationary requirements of the staff and students.

#### **V: Student Support and Progression:**

The total strength of the student in the current year is 2197 (761 men and 1436 women). 2156 of these students hail from Kerala and 41 from both the northern and southern states. Most of the students passing out UG and PG courses join courses for higher studies. Many students opt for B.Ed course, others prepare for UGC-CSIR NET/SLET examination while few others opt for research. The progression of UG and PG students to higher studies is 72% and 21% respectively. About 10% students get employment through campus interview. The drop out rate of students is an average of 2.6% for UG and 4.4 % for PG.

The College offers various fellowships as financial aids to students such as Government Scholarships, College Scholarships, PTA, SWT , Cash prizes and other scholarships instituted by different agencies. The College publishes its updated prospectus every year with details of courses offered, options available, fees structure, rules etc.

The College has a grievance redressal cell, Talent club, Health club, Play ground, Two A/C halls, Reprography centre, Cooperative society, Tea vending machines etc. The college also offers sports and games facilities to students.

The institution has a placement cell with a faculty as its in-charge. There is also a career guidance cell which provides guidance for all most all competitive examinations for professional courses and jobs. It also offers career counseling in specified hours. The Alumni always lent a supporting hand to the College. A large number of students represented State and M.G University in the Athletics and different sports events and games. A good number of students have secured gold medals in national and international tournaments during the last five years. Some students have represented India in Rifle shooting, Badminton, Cricket, Chess, Basketball and Volleyball.

#### **VI: Organisation and Management:**

The College has a participatory system of management for monitoring its various activities. The administrative powers of the College are decentralized through various committees. The Principal along with the College Council ensures the functioning of various committees in a coordinated manner. The College has prepared a Master Plan for its sustainable infrastructure development.

The College has a good system of preparation of a handbook and a calendar for an academic year for the benefit of the students. A good

organizational effort is reflected in campus networking. The teaching and non-teaching staff of the institute are recruited following State Govt. norms and guidelines of UGC and the University. The ratio of Teacher : Non-teaching staff is 2 : 1. Internal co-ordination and monitoring is done by the Principal. Council of Heads of Departments meet regularly for decision making. There is extensive documentation, strategic planning and transparency in the operations. The administration and other functional activities of the institute are well computerized. The PTA association of the College is very active and they collect sufficient funds annually. The financial position of the College is strong due to mobilization of funds from self financing courses. College accounts are audited regularly.

The College has introduced a self appraisal system to evaluate the performance of the faculty members. It has a system also to collect feed back from the students and take appropriate measures on the assessment. The performance of non-teaching staff is also appraised on a regular basis. The College also conducts skill upgrading programmes and training of non-teaching staff. The College has mobilized resources from UGC Grant-in-aid (Rs, 18,00,000), Research Projects (60,92,900), 30,00,000 from UGC – CPE and Self Financing courses (Rs, 11,00,000). It has a good finance culture of internal and external audit system. The financial transactions are kept transparent and rational.

#### **VII: Healthy Practices:**

The Peer Team would like to highlight the following Healthy Practices of the institution

- ❖ The founders of the College had clear vision and mission which helped in the progressive growth of the institution.
- ❖ The College has stringent internal quality checks for upgrading teaching-learning, student support and infrastructure development.
- ❖ Large number of University rank holders come from this College.
- ❖ Good leadership along with excellent inter personal relationships among teaching and non teaching staff helps in the smooth functioning of the college.

- ❖ The College ensures academic quality through a team Endeavour involving students, teachers, parents and management.
- ❖ Office, pay roll, admission, teaching-learning process and examination system have been computerized.
- ❖ The College has made technology upgrading through networking, Audio-visual centre, Language laboratory, Digital Editing studio and DELNET access.
- ❖ The College has taken effective steps for imbuing social responsibilities and citizenship roles among students.
- ❖ The College has enhanced community orientation among the students through various societal programmes.
- ❖ A large number of co-curricular and extra curricular activities have been promoted with the active participation of teachers for overall personality development of the students
- ❖ The role of the career guidance cell in collection of study material for various competitive examinations and making it available to the students is worth appreciating
- ❖ The hygienic atmosphere and the ambience of the canteen are appreciable.
- ❖ The facilities for the physical education and promotion of sports are praiseworthy.
- ❖ The campus maintenance and discipline are praiseworthy.
- ❖ Documentation and presentation of facts by all the departments are good.

### Section III: Overall Analysis

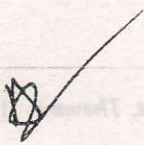
The Peer Team after visiting the institution from 14<sup>th</sup> -16<sup>th</sup> March, 2007 intends to make the following commendable observations:

- Unity of purpose and coordinated team effort to achieve excellence in higher education.
- The College has initiated courses in some innovative /emerging areas of studies as per requirements of the students/society.
- The College has a research Committee for monitoring research activities.
- The College has some good research divisions such as Arachnology, Neurobiology and Ageing, Biotechnology, Phytochemistry, Tissue culture etc.

- The research work done by the Arachnology group is highly commendable.
- The College has 7 ongoing projects with total outlay of Rs.26,11,270. Teachers of the College have already completed 18 research projects with total outlay of Rs 62,92,000/-.
- The Department of has been recognized by DST under its FIST program.
- The College has been selected for DST ( science awareness) programme .
- The faculty members published 10 books, 32 papers in international and 58 papers in national journals.
- Twenty four teachers have acted as research guides of Ph.D thesis and 23 Ph.D theses work has been completed.
- Fifty three teachers have acted as Resource Persons /Guest Faculty in different institutes.
- The UGC has selected this institution as "College with Potential For Excellence".
- The College has established collaborative linkages with a number of international and national institutes.
- The campus recruitment cell is helping the students for availing jobs.
- The Career Guidance cell of the College is guiding the students for facing competitive examinations.
- The counseling centre is playing an important role for solving personality disorder, family problems, growth and development problems etc.
- The students have shown continuous progression in academic and outreach activities.
- A large number of students are toppers in the University examinations.
- The College has good extension activities such as St. Vincent De Paul Society, Youth Red Cross Unit, AICUF, and Janaparvam Mangrove conservation programme are some examples of its good extension and outreach activities.
- The College has a spectacular array of illustrious alumni.
- The financial help in the form of fee concession to needy students is a noteworthy features.
- The Chavara.IT Center is an excellent feature of the College.

The peer team suggests the following measures which will take the College to greater heights. These suggestions are also an outcome of the extensive interactions which the peer team had with various members of the college viz. students, teachers and non teaching staff.

- The College may introduce need based courses in the Earth System Sciences (Geography, Geology, Atmospheric Sciences and Coastal Environmental science), Microbiology, Biotechnology, Environmental Economics, Tourism Management, Natural resource Management etc.
- The research activities needs further enhancement and efforts be taken by teachers to procure research grants from various funding agencies. More interdepartmental linkages are necessary for inter/multidisciplinary research and teaching.
- The Economics and Sociology Departments may jointly take a project for survey of fisherman community of Kochi region.
- All the departments may join together and with the help of Economics and Commerce Departments may prepare a data bank for the natural and human resources of Kochi region.
- Networking in the campus may be strengthened
- Communication skills may be given to all the students.
- Alumni Association may be activated to a greater extent.
- Teachers who are members of Board of studies can suggest revision of syllabi to the University in tune with the modern day requirement.
- The Affiliating University may take immediate steps for periodic revision of syllabi. The College should be facilitated with appropriate permission for initiating new courses in innovative/emerging areas.
- Activities of the Women Cell is to be further strengthened.
- IQAC may be given a good thrust.
- Health centre may be established in the College
- The College may organize regularly entrepreneurship programs for the students
- Experts from Premier Institutions may be invited to the College for exposing and motivating the students for higher learning and research.





- The College may establish a Women hostel.

The Peer Team wishes to put on record a deep sense of appreciation for the generous hospitality extended to the team by the Management, the Principal, the staff and the students of the College.

Names and signatures of the Peer Team Members:

1. Prof. Ananda Deb Mukhopadhyay  
(Chairperson)

A.D. Mukhopadhyay  
16/03/07

2. Dr. L. Thara Bhai  
(Member Co-ordinator)

L. Thara Bhai  
16-3-07

3. Prof. Usha Mukundan  
(Member)

Usha Mukundan  
16/3/07

I have gone through the report and I agree to it.

Place: Thevara

Date: 16-3-2007



Principal

Sacred Heart College

Fr. A. J. SAVIANCE, CMI  
PRINCIPAL  
S. H. COLLEGE, THEVARA  
COCHIN- 682 013

