

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

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Year of Report: **2011-2012**

### **Part A:**

**Following are the few plans chalked out in the meeting at the beginning of the year :**

- Seminars to be conducted by all departments.
- Teachers to attend as many seminars as possible
- To increase the number of faculty improvement programs of all departments.
- To assist overall development of students and make them globally competent.
- To increase collection of books in the library
- To introduce barcoding system in the library automation with UGC assistance.

### **Outcome:**

- Seminars were conducted by all departments, including 2 seminars with resource persons from abroad
- Students were given better chances for global competence through College Network Centre

New books were added to the library (2011-2012): Rs. 1, 55,526/- was spent on purchase of books and journals and 416 additional purchase was made during the year

- Subscriptions for journals were renewed
- College ground was improved with partial assistance from UGC
- Entry level service coaching was initiated

## **Part B:**

### **1. Activities reflecting the goals and objectives of the institution:**

The institution's goals and objectives are reflected in the extension activities and Remedial Classes, Entry in Services Coaching etc. All these are done with the focus of providing chances for higher education to the marginalized communities.

### **2. New academic programmes initiated (UG and PG): Nil**

### **3. Innovations in curricular design and transaction:**

Till 2011 student research projects were restricted to P. G. programmes and Model II U. G. programmes. Under the Choice Based Credit and Semester System (CBCSS) of MG University, students of all under graduate courses take up student research projects and prepare project report on it which is evaluated by external valuers appointed by the university at the time of valuation. The grades given by them were added to the internal marks obtained by the candidate.

### **4. Inter-disciplinary programmes started:**

Under CBCSS all degree courses become interdisciplinary with the open courses introduced by the university. Students have to choose one course other than their optional course.

### **5. Examination reforms implemented:**

Under the grading system marks are distributed between end semester and mid semester evaluations. End semester evaluation is done under the strict supervision of the University. At College level I assessment coordinator supervises the conducted of exams and forwards marks to the university which is then consolidated with the end semester marks scored by the student. Grading system was extended to the students of the III DC level this year.

### **6. Candidates qualified: NET/SLET/GATE etc.:** 1 student of Physics Department qualified in the National Eligibility Test

### **7. Initiative towards faculty development programme:**

- One teacher of Statistics department attended refresher course at Academic Staff College of Kerala University from 24-11-11 to 15-12-11.
- An orientation for non-teaching staff under the Deputy Directorate of Collegiate Education, Ernakulam was organized by the college. Deputy Director (Ernakulam) was the chief resource person.

**8. Total number of seminars/workshops conducted: 6**

**9. Research projects**

**a) Newly implemented:**

- Two UGC Projects have been sanctioned for Tennis & Hockey Court which is under construction.
- Proposal for one Project for construction of two Cricket Pitches for net practice has been submitted for UGC Sanction.

**b) Completed:** The tennis and hockey court listed above has been partially completed.

**10. Patents generated, if any: Nil.**

**11. New collaborative research programmes:**

Departments have established links for the purpose of student research projects. Students from the Physics Department went to Maharaja's College, Ernakulam, and Cochin University of Science and Technology,

Electronics Department has collaborated with Keltron.

Commerce Department had to collaborate with institutions like Cochin Port Trust, Palluruthy Cooperative Bank etc. to arrange projects of their students.

Physical Education Department has collaboration with Karunya University

English Department has collaborated with quite a number of Schools in Kochin

**12. Research grants received from various agencies: Nil.**

**13. Details of research scholars:**

Three teachers are actively involved in research activities and one teacher has completed her Open Defence for the award of Doctoral degree. Prof. Bridgit Jeeji of Mathematics department and Prof. Joseph Justine Rebello have attended the pre-registration interview and are awaiting registration for Research from the University. Prof. Vijo M. Joy of Electronics department has submitted the synopsis and is awaiting pre-registration interview from the university.

**14. Citation index of faculty members and impact factor: Nil**

**15. Honors/Awards to the faculty: Nil**

**16. Internal resources generated: Nil**

## **17. Details of departments getting SAP, COSIST(ASSIST)/DST. FIST, etc. Assistance**

**/recognition:** Nil

## **18. Community services:**

NCC, NSS, Palliative Care unit and the Extension Activities Wing have taken the initiative for some Community services.

- The Annual Training Camp for NCC 21(K) for 10 days was conducted in the college.
- NSS unit of the college constructed a road at Kannagattu an underdeveloped place just adjacent to the college
- Our Women's Cell members joined the Vanitha Jaagratha Samathy constituted by the Kerala Police of Palluruthy Police Station.
- English Coaching is given to the inmates of SH Boys' Home Perumpadappu by the students of English Department.
- Basic English Coaching is given to the local students by the teachers and students of the English department during Summer vacation as part of the Summer in Aquinas programme conducted every year.
- Open Lab Programme was organized for the Plus Two students of the locality by the departments of Physics, Biotechnology and Electronics.
- Dr. K. Raveendranath Memorial Quiz Competition in Physics was conducted by the Physics Department for Higher Secondary Students.
- Used clothes were collected and distributed to the needy under the Extension Activities Wing of the college
- Food packets collected from students and teachers were distributed at Cottolingo Home for the Aged, once a week.
- Food packets distribution was diverted to the homeless on streets after a few weeks.
- NCC wing of the college visited the Relief Settlement of Cochin Corporation and distributed funds and clothing as per directions from the NCC Battalion.
- Conduct of Socio Economic and Health Survey of the locality by the students.

## **19. Teachers and officers newly recruited:**

Interviews for Economics, Malayalam and Hindi have been conducted and teachers will join duty in the beginning of the next academic year.

**20. Teaching – Non-teaching staff ratio: 1: 1.1**

**21. Improvements in the library services:**

- Offered open access to the P.G. Students.
- Increased library working hours.
- Librarian offered an orientation programme for newly admitted students.
- A Proposal for introducing barcoding in library submitted for UGC approval and assistance.

**22. New books/journals subscribed and their cost:**

- Amount spent on books comes up to Rs. 1, 37,176/- and that of journals to Rs. 18,350/-
- Around 413 books were added to the library. Three new journals were subscribed for the library. This addition was done with financial assistance under UGC XI plan.

**23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:**

Students of all final year UG batches assess their teachers and record it in the prescribed format given to them. Principal nominates a committee to consolidate the remarks and any teacher can go through his/her consolidated evaluation record.

**24. Unit cost of education: With Salary Component Rs 46,429.69.**

**Without Salary Rs. 2,556.83**

The accounts prepared have been forwarded to the Chartered Accountant for auditing

**25. Computerization of administration and the process of admissions and examination results, issue of certificates:**

- Computerisation of office administration has been started and is in progress. Preparation of salary bills, managerial accounts, stipends from Govt. to all eligible students have been computerized.
- We were able to realize our dream for full level computerization when Mahatma Gandhi University implemented computerization in many of the university related activities. Admission process (CAP) has become online including examination time table, examination results, internal mark uploading and issue of certain students' documents like hall tickets, application for receipt of certificates from Mahatma Gandhi University etc.

## **26. Increase in the infrastructural facilities:**

- The college ground has been renovated using UGC assistance under XI plan.
- Network Resource Centre established with assistance from UGC XI plan offers the students net accessing inside the campus
- Using UGC assistance under XI plan Commerce Lab has been established as suggested by NAAC peer team
- Career Guidance Centre has been established using UGC assistance under XI plan.

## **27. Technology up-gradation:**

The number of computers has increased and some of them replaced. Utilizing UGC fund for equipment the following items were purchased:

- 2 printers
- 1 projector
- 15 computers
- 1 interactive board
- 6 computer tables
- 1 white Board

## **28. Computer and internet access and training to teachers and students:**

Use of ICT has become inevitable to every student.

- A survey was conducted among the current students and those who lack Computer knowledge were given crash courses in net accessing.
- Students who did not have e-mail id were brought under the training of the Computer Science teacher who gave them special coaching after class and during any available free time.
- The teacher in charge of Women Cell took special interest in identifying women students who lacked computer literacy and arranged special coaching for them.

## **29. Financial aid to students:**

48 Students (I year, II year, III year) who belong to fishermen community were given an amount of Rs. 475 or Rs. 425 per month as stipend and an LSG of Rs 750/ at the beginning of the year.

Financial assistance for hospitalization/medicine//travelling of students who fall ill during class hours: 2011-12      Rs 7,145

### **30. Support from the Alumni Association and its Activities :**

- Alumni are more active at department level. Alumni of English department offered financial assistance for 2 First year students.
- Alumni of Physics department assist the department in the conduct of Dr. K. Raveendranath Memorial Quiz
- English Alumni come to handle classes for local students in “Summer in Aquinas” Basic English Course. Alumnus Br. Antony Francis spoke on “How to Increase Concentration Power”.
- Alumni assist the Physical Education Dept. to offer coaching in cricket and other games.
- Alumni of English department have sponsored a filing Cabinet for the department.
- Alumni have tendered their willingness to assist the conduct of seminars in departments.
- Mr Jebi I. Cherian, Vehicle Inspector and our Alumnus has addressed a group of cadets during the annual NCC meet on Road Safety

### **31. Support from the Parent-Teacher Association and its Activities:**

Parent Teacher association has been supporting the activities of the college. They have offered financial support to quite a number of ventures:

- Funded the installation of pure filtered drinking water to staff and students
- Financially supported the renovation of the college ground
- Awards a cash prize to the university toppers of every course
- Offered financial assistance to establish the UGC Network Centre of the UGC XI plan

### **32. Health services:**

Palliative care wing of the college conducted a Medical Camp in the college with the assistance of doctors and staff of Medical Trust Hospital Ernakulam.

- Palliative care wing of the college with the student representatives which was inaugurated by Justice G. Shivaraman actively attends to aged and bedridden patients especially cancer patients of the area.
- A Multi Fitness Centre has been established in the college to provide the students and faculty chances for improving and retaining their physical fitness.

### **33. Performance in sports activities:**

#### **Mahatma Gandhi inter-collegiate competitions**

In the wrestling championship held at St George College Aruvithara on 3<sup>rd</sup> February 2012 Shijith A S of III BA Economics won Second place and Kamal K T of III BSc Electronics won third Place.

Aquinas Hockey Team is the Third Runner Up in the M G University Championships held at UC College, Alwaye on 26th September 2011.

Our Hockey Men Team is the Third Runner Up in the M G University Championships held at Marthoma College, Alwaye on 28th & 29th November 2011.

Our Handball Team is the Third Runner Up in the M G University Championships held at Assumption College, Changanasserry on 3rd November 2012.

In Judo championship held at St Joseph's Engineering College, Pala on 27th February Akbar P A of III BA Economics won Third Place

Cycling Men & Women Teams won the Overall Championship in the Cycling Championship Held at S D College Kanjirapally on 6th February 2012.

#### **Overall Championship in the M.G. University Cycling Championship 2011-2012**

#### **M G University Team Selection**

Hockey - Fasjer Miron A. F. (I Bcom)

Softball - Redsun Sharp Gabral ( I Bcom)

Baseball - Githin Jos (II BscMaths)

Cycling - Milan Josy (I BA Economics)

Cycling - Stephin Pathrose (II BA Economics)

#### **District level competitions**

- In the Ernakulum District Track Cycling Championship held on 3rd January 2012 at Aquinas college ground, Aquinas college Men & Women Team Won The Overall Championship.
- In the Ernakulum District Mountain Bike Cycling Championship held at Fort Cochin Veli ground Aquinas College Men & Women Team Won the Overall Championship.



### **State level competitions**

1. In the junior State Hockey championship held at Pathanamthitta on 28th January 2012,8 students participated .
2. In Senior state Hockey Championship held at Maharajas college, Ernakulam on 10th January 2012,6 students participated in men section and 15 students participated in women section.
3. In the Junior Baseball Championship held at Calicut on 3rd & 4th March Neleesh K N of I BSc Physics participated in the championship.

### **National level competitions**

- Hockey Men Team. 18 Students participated in the 19th KEMPT South India Karunya Evangeline Memorial Tournament Held at Karunya University Coimbatore,Tamilnadu on 30th September 2011
- Nilesh K N of I BSc Physics participated in the senior National Baseball championship held at Maharashtra on 4th November 2011 representing the Kerala team.
- Shiju S A of II BA English participated in the All India Central Excise Tournament held at Chathisgad.
- Redsun Sharp Gabral of I BCom Participated in the Senior National Baseball Championship held at Chennai.

### **34. Incentives to outstanding sportspersons:**

The non-teaching staff of the college has instituted a rolling trophy in honour of the first Physical education Professor of the college, Prof K. J. Paul Endowment that is awarded to the best sports(woman) of the year

### **35. Student achievements and awards:**

| SL NO | NAME        | CLASS            | EVENT     | ENTRY PARTICIPATION | CURRENT PERFORMANCE   |
|-------|-------------|------------------|-----------|---------------------|-----------------------|
| 1     | AKBAR P A   | III BA ECONOMICS | WRESTLING | STATE PARTICIPATION | M G UNIVERSITY SECOND |
| 2     | Shijith A S | III BA ECONOMICS | WRESTLING | NIL                 | M G UNIVERSITY SECOND |

|    |                     |                        |           |                        |                                   |
|----|---------------------|------------------------|-----------|------------------------|-----------------------------------|
| 3  | KAMAL K T           | III BSc<br>ELECTRONICS | WRESTLING | NIL                    | M G UNIVERSITY THIRD              |
| 4  | SAVOOL P J          | III BA<br>ENGLISH      | THROWBALL | NIL                    | NATIONAL<br>PARTICIPATION         |
| 5  | SHAIJU A S          | II BA<br>ENGLISH       | FOOTBALL  | STATE<br>PARTICIPATION | NATIONAL<br>PARTICIPATION         |
| 6  | PRAVEEN M           | II BA<br>ECONOMICS     | CYCLING   | NIL                    | M G UNIVERSITY SECOND             |
| 7  | STEPHIN PATHROS E V | II BA<br>ECONOMICS     | CYCLING   | NIL                    | M G UNIVERSITY FIRST              |
| 8  | GITHIN JOS          | II BSc MATHS           | BASEBALL  | STATE<br>PARTICIPATION | INTER UNIVERSITY<br>PARTICIPATION |
| 9  | LJIYA JOY           | II BSc<br>PHYSICS      | CYCLING   | NIL                    | M G UNIVERSITY SECOND             |
| 10 | MARIA ANTONY        | II BA<br>ENGLISH       | CYCLING   | NIL                    | M G UNIVERSITY SECOND             |
| 11 | FASJER MIRON A F    | I BCOM                 | HOCKEY    | STATE<br>PARTICIPATION | INTER UNIVERSITY<br>PARTICIPATION |
| 12 | REDSUN SHARP G      | I BCOM                 | SOFTBALL  | STATE<br>PARTICIPATION | INTER UNIVERSITY<br>PARTICIPATION |
| 13 | MILAN JOSEY         | I BA<br>ECONOMICS      | CYCLING   | NIL                    | M G UNIVERSITY FIRST              |
| 14 | ROSE MARY           | I BA<br>ECONOMICS      | CYCLING   | NIL                    | M G UNIVERSITY FIRST              |
| 15 | NILESH K N          | I BSc PHYSICS          | BASEBALL  | NIL                    | NATIONAL<br>PARTICIPATION         |
| 16 | KIRAN T A           | I BSc PHYSICS          | CYCLING   | NIL                    | M G UNIVERSITY FIRST              |

### **INTRAMURAL COMPETITIONS 2011-2012**

1. Mrs. L.G.Bernard Memorial Rolling Trophy instituted by Mr. and Mrs.Randolf and Ruby for the best house in games.
2. Shree Mathoo Vaidiyan Memorial Rolling Trophy instituted by Shree Austin Paul for the best house in athletics

3. Rolling trophy instituted by late Maneek Vaidyan Puthanparambil, Father of our former Principal Dr. P.M Joseph, for winner in football conducted among students
4. Bishop Edezhath Memorial Rolling Trophy instituted by the late Bishop and Patron of the college, His Excellency Rt.Rev.Dr Joseph Kureethara, for the Overall Championships in games and athletics
5. Shree O.C. Thomas memorial shield instituted by Mrs. Annamma Thomas for the second best house in games and athletics

### **36. Activities of the Guidance and Counselling Cell :**

Students were given a general counselling by Rev Fr.Varghese Cheruthuruthil on 27-3-12

### **37. Placement services provided to students:**

Eureka Forbes Placement drive in the college - Students selected:

1. Srijith K. S.
2. Raphael Akhil Jose
3. Vishnu C. D.
4. Jean Jose
5. Renoy Joseph
6. Arun M

### **Mathematics Department Placement Record:**

- Thasneem T. K. (2004-2007) - Asst. Professor, Government College
- Gopika G. (2008-2011) – Probationary Officer, Grameen Bank
- Libson T. X. (2009-12) – Navik, Indian Coast Guard
- Soares Mathew (2009-12) - Airman , Indian Airforce

### **Electronics Department:**

M. P. Jayakrishnan - WIPRO Infotech and I- Gate Patni ( dual placement )

Vishal P. U. - WIPRO Infotech I- Gate Patni and WIPRO Wase ( triple placement )

Arjun N Namboothiri –WIPRO Infotech I- Gate Patni ( dual placement )

Krishna Kumar S. - WIPRO Infotech

**38. Development programmes for non-teaching staff:**

An orientation for non-teaching staff under the deputy directorate of Ernakulam was organized by the college. Deputy Director (Ernakulam) was the chief resource person.

**39. Best practices of the institution:**

Rendering medical attention at the nearest source to students who fall ill during class hours and arranging transportation to their home if necessary, accompanied by a staff member.

**40. Linkages developed with National / International, academic / research bodies:**

- Departments of Physics, Biotechnology and Electronics have established linkages with institutions like Cochin University, Offices like KELTRON and private firms like e-Brain for the conduct of student projects.
- Department of English has established linkage with the neighbouring schools for providing teaching exposure to the students.
- Department of Commerce has established linkage with Port Trust and various Banks like Palluruthy Co-operative bank for student projects.
- The physical Education department has established linkage with Karunya University Coimbatore and is in constant contact with all physical education departments of affiliated colleges under MG university

**41. Any other relevant information :****Part C: Detail the plans of the institution for the next year.**

The IQAC has pointed out the need for

- More teachers to be involved in Research activities.
- More Research projects to be taken up
- Offer better placement guidance to the students
- Improve Canteen facility