



ST. PAUL'S COLLEGE, KALAMASSERY

IQAC ANNUAL ACTION TAKEN REPORT 2015-16



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The IQAC in St. Paul's College, Kalamassery started functioning in 23/11/2004. Since then it has been functioning effectively. The contribution of IQAC for the enhancement of quality in Academic and Administrative aspects of the college is evidently noticeable from its inception. The constitution of IQAC during the year 2015 -16 are as follows:

1. Dr. Edwin Xavier (Principal/ Chairman)
2. Dr. Reena J. Andrews (IQAC Coordinator)
3. Dr. V.J Peter (Teacher Representative and NAAC Coordinator)
4. Ms. Valentine D' Cruz (Teacher Representative)
5. Ms. Pramada Ramachandran (Teacher Representative)
6. Dr. Manju K Menon (Teacher Representative)
7. Mr. Jose Xavier (Teacher Representative)
8. Dr. Asha E. Thomas (Teacher Representative)
9. Mr. Antony Diaclous M.J. (Administrative Office Representative)
10. Mr. Binu P.C. (Administrative Office Representative)
11. Mr. Jackson Mathew (Industrial Advisor)
12. Ms. Bindu Cleetus (Alumni Representative)
13. Rev. Fr. Felix Chakkalakkal (Management Representative)
14. Mr. Nilakanta Sarma K.V. (External Mentor)
15. Dr. Victor George V.M. (External Mentor)
16. Ms. Dinu Johnson (Student Representative)

I. Key initiatives taken by IQAC are as follows:

1. IQAC took the lead role in preparing the institution for the NAAC Third cycle assessment and the institution was re-accredited with A Grade (3.14).
2. A perspective plan for future development for the next ten years has been prepared.
3. Innovative and technology enabled teaching methods have been incorporated in the teaching learning process. Teachers were given training in using various LMS.
4. Curriculum Review committee was formed in consultation with the governing body. The committee consists of six permanent members and two additional members to be included as subject experts.
5. Based on the directions received from IQAC, many short-term, add-on/certificate programs were started.
6. The book bank facilities within the departments have been strengthened and students were encouraged to use these facilities.
7. Twelve training programs were organized by IQAC for teaching fraternity and two were organized for office staff after careful analysis of the existing need. This has helped in bringing tremendous improvement in the teaching-learning and administration process.
8. Ramps and toilets for differently abled students have been built.
9. IQAC initiated the conduct of Value education programmes, remedial classes, mentoring and awareness classes in every department.

10. Turning to alternate environment friendly energy resources, the College upgraded its solar energy panels. The campus has been made more eco-friendly with water harvesting facilities.
11. The functioning of the counselling cell has been strengthened with a visiting counsellor.
12. Teacher's Diary distributed for documenting teacher activities
13. Academic Calendar was prepared indicating the schedule of various college activities planned in the year.
14. As the instruction of the IQAC department academic calendars were also prepared detailing the various department activities.
15. In order to ensure efficient conduct of the various courses offered IQAC ensured that Teaching Plan is prepared well in advance of every semester and the same is shared with the students. The cell also maintains a copy of the same.
16. Trainings/Guidance for the conduct of international/ national /regional/ intercollegiate seminars and workshops on topics of academic relevance were organized.
17. Feedback about the general facilities of the college was collected from various stakeholders and the recommendations for improvement were made to the governing body.
18. As an initiative of IQAC biannual newsletter was brought out to showcase college activities and also about the staff and student achievements.

19. Proposals were placed for UGC/DST/ICSSR/STAR College under the category of major/minor projects.
20. Mentoring activities of the institution were strengthened and mentor's diary was distributed.
21. Timely intervention to improve the extension programmes of the institution resulted in increase in the number of extension activities conducted during the year.
22. External and Internal Academic and Administration Audit was conducted.
23. Participated in the All India Higher Education Survey (AISHE).
24. AQAR submitted in October, 2015.

II. Future Plans:

1. To design the various activities of IQAC after the post accreditation and to constitute a committee in this regard to monitor the activities.
2. To update the college website to make it more stakeholder friendly.
3. To encourage teachers and students to pursue various Massive Online Open Courses (MOOC) courses.
4. To recommend for the development of an institutional E-Learning Platform
5. To devise ways to encourage the student library usage rate.
6. To secure government funding for converting all classrooms into Smart class rooms.
7. To apply for skill oriented programs and programs in life science.



ST PAUL'S COLLEGE

Re-accredited with 'A' Grade (Third Cycle) by NAAC

(Affiliated to Mahatma Gandhi University, Kottayam)

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