



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		St. Paul's College Kalamassery
• Name of the Head of the institution	Prof. Dr. Pramada Ramachandran	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04842555572	
• Mobile no	9446229506	
• Registered e-mail	iqac@stpauls.ac.in	
• Alternate e-mail	principal@stpauls.ac.in	
• Address	HMT Colony P O, Kalamassery, Ernakulam, Kerala	
• City/Town	Ernakulam	
• State/UT	Kerala	
• Pin Code	683503	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Mahatma Gandhi University Kottayam
• Name of the IQAC Coordinator	Dr. Siby K M
• Phone No.	04842555572
• Alternate phone No.	
• Mobile	9446370939
• IQAC e-mail address	iqac@stpauls.ac.in
• Alternate Email address	siby@stpauls.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.stpauls.ac.in/aqar/
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stpauls.ac.in/college-handbook/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	0	2004	16/09/2004	15/09/2009
Cycle 2	B	2.8	2010	28/03/2010	27/02/2015
Cycle 3	A	3.14	2016	19/01/2016	18/01/2021
Cycle 4	A	3.25	2021	30/11/2021	29/11/2026

6.Date of Establishment of IQAC

23/11/2004

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	RUSA-Infrast ructure Grand	Central Government	2018	2 Crores
Faculty	ICSSR Major Project	ICSSR	2022	1488000
Faculty	DoECC Project	Government of Kerala	2019	1676000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9. No. of IQAC meetings held during the year	4		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			
11. Significant contributions made by IQAC during the current year (maximum five bullets)			
1) Monthly Performance Report: Each faculty enters the monthly performance in various tabs such as Programmes attended, Events organized, Additional Classes taken, Exam related duties, Research, Publications, Additional duties, Achievements and Innovations. Each faculty can view their monthly performance report by accessing the Monthly Performance Report final submission tab.			
2) File Status Updation: This allows each department to self-			

evaluate the status of their department files. IQAC conducts three department visits each academic year. The first visit is dedicated to the presentation of the action plan of the department for the upcoming academic year. The second visit evaluates the file status completion percentage. First, each department evaluates its performance of files. The IQAC team makes the evaluation and edits the marks provided by the department after verification of the files. The third visit is conducted in connection with the Excellencia Award.

3) Excellencia 2022-23: Excellencia is a best practice of the IQAC, St Paul's College Kalamassery. An Excellencia score will be automatically gathered by IQAC MPR status. Additional Information required will be collected via the Excellencia template. The department with the highest score will be given an Excellencia Ever Rolling trophy and a Cash Award.

4) Pauline Star 2023: Pauline Star is another best Practice of the IQAC. Each Department nominated its best candidate for Pauline Star 2023 from final year batches. They competed through five stages such as academic, co-curricular, extracurricular, debate and quiz and six finalists were selected. On the Grand finale day, they made a presentation on the question 'Why should I be selected as Pauline Star 2023?' after their presentation, they interacted with esteemed judges and based on their performance, the Pauline Star 2023, was selected and awarded a coveted trophy and cash prize.

5) iTransform Sessions: IQAC conducts various faculty and student development programmes under the umbrella of iTransform sessions.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Digitalization of Documentation Process	Introduction and successful implementation of an in-house built Monthly Performance Report through https://www.stpauls.ac.in/digi_table/
Monitoring of NAAC files at the Department Level	IQAC conducts three department visits each academic year. The first visit is dedicated to the presentation of the action plan of the department for the upcoming academic year. The second visit evaluates the file status completion percentage. First, each department evaluates its performance of files. The IQAC team makes the evaluation and edits the marks provided by the department after verification of the files. The third visit is conducted in connection with the Excellentia Award.
Motivating All Departments to work in tune with NAAC Objectives	Excellentia 2022-23 was instituted to honour the department securing the highest score with respect to NAAC metric points
Pauline Star 2022-23	Selection of Best Outgoing Student of St Paul's College Kalamassery
Faculty and Student Orientations	Conduct of iTrasform Sessions
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Executive Council	22/04/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	02/04/2024

15. Multidisciplinary / interdisciplinary

St Paul's College Kalamassery endeavors to promote a holistic and multidisciplinary education, despite the limitations of being an affiliated institution. To achieve this, we encourage an interdisciplinary approach where two or more disciplines are integrated into a single field of study.

For undergraduate students, our curriculum includes open courses that allow them to choose basic courses from other disciplines that pique their interest. Furthermore, we organize various discussions and seminars that embrace an interdisciplinary perspective, fostering active participation from students.

By offering such opportunities, we aim to broaden students' knowledge base and cultivate their critical thinking skills across disciplinary boundaries. Ultimately, our goal is to equip students with the versatility and adaptability needed to excel in an increasingly interconnected world.

16. Academic bank of credits (ABC):

Mahatma Gandhi University Kottayam has initiated all the procedures to commence the Four Year Undergraduate Programme known as MGU-UGP (Honours) from the academic year 2024 onwards, under which there will be an Academic Bank of Credits (ABC). Since St. Paul's College Kalamassery is an affiliated college to Mahatma Gandhi University Kottayam, Kerala, it will take part in the academic bank of credits.

17. Skill development:

Skill development stands as a crucial objective at St. Paul's College Kalamassery, manifesting through various avenues such as vocational courses, the Institutional Innovation Council (IIC), activities by the Innovation and Entrepreneurship Development Centre (IEDC), and experiential learning opportunities. The IIC and IEDC activities have notably contributed to skill formation, offering a platform for individuals to acquire and refine skills pertinent to entrepreneurship, innovation, and technological advancements. These activities encompass diverse formats such as training sessions, workshops, seminars, motivational programs for entrepreneurs, idea-pitching competitions, and field visits.

Moreover, the college has initiated four distinct vocational degree courses—Bachelor of Vocational Course in Broadcasting and Journalism, Banking and Finance, Tourism, and Logistics. These vocational courses play a pivotal role in skill enhancement, often integrating experiential training into their curriculum. Such hands-on training can significantly bolster skill development by providing immersive learning experiences that are more engaging and memorable compared to traditional classroom instruction.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

St. Paul's College, Kalamassery, employs diverse strategies to incorporate the Indian knowledge system into its pedagogy. This includes promoting Indian languages and culture by offering courses in languages like Hindi and Malayalam at the undergraduate level. Additionally, students are exposed to regional literature through translations, fostering an appreciation for Indian regional literary traditions. The curriculum also integrates cultural and historical narratives, including stories, folktales, and the study of artifacts and texts, to impart values and practices inherent in the Indian knowledge systems. Departments such as Malayalam, Hindi, English, and History play a crucial role in this integration through their course offerings.

To raise awareness about traditional medicine systems like Ayurveda, which rely on the healing properties of plants, the institution has established an herbal garden maintained regularly with the assistance of students.

The Department of Tourism at the college endeavors to acquaint students with culturally and historically significant sites across India. They learn about the unique cultural and geographical attributes of these places.

To further advance efforts in promoting the Indian knowledge system among the younger generation, the institution organizes interactive sessions with renowned scholars, practitioners, and experts through seminars, workshops, and webinars. Their expertise is utilized in designing lesson plans and supplementary study materials, enriching the educational experience for students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Despite the restrictions imposed by being an affiliated college, our

institution prioritizes the teaching-learning process aimed at assessing student learning through specific, observable outcomes. We emphasize student-centered learning, focusing on the development of relevant and transferable skills such as critical thinking and problem-solving. Our goal is to produce graduates capable of applying their knowledge effectively in real-life situations.

Here are some key aspects of our approach:

- **Project-Based Learning:** All undergraduate and postgraduate programs incorporate project-based learning into the curriculum. This approach fosters a "know-how-to" form of knowledge acquisition, as students engage in research and learn practical skills.
- **Experiential Learning:** Our institution offers academic programs that integrate hands-on experiences and practical exercises to enhance Outcome Based Education. This approach allows students to apply theoretical knowledge in real-world contexts, reinforcing their understanding and skills.
- **Assessment-Driven Curriculum:** Internal assessments are employed to measure and monitor students' progress in their respective areas of study. This ensures that students are meeting the desired learning outcomes and allows for timely intervention to support their learning journey.
- **Competency-Based Learning:** We encourage and evaluate students based on their demonstration of specific competencies, such as programming or public speaking. This approach focuses on the mastery of skills and abilities relevant to their field of study, preparing them for professional success.

Overall, our approach to teaching and learning is designed to equip students with the practical skills, critical thinking abilities, and competencies necessary to excel in their chosen fields and adapt to the challenges of the real world.

20.Distance education/online education:

During the academic year 2022-23, St. Paul's College, Kalamassery swiftly adapted its educational practices to address the challenges posed by the post-Covid-19 pandemic. The college integrated

traditional face-to-face instruction into online platforms. The college conducted virtual classrooms where instructors delivered lectures, facilitated discussions, and engaged students in interactive activities. To assess students' understanding and progress, online assessment methods such as quizzes, assignments, and exams were implemented. Faculty members ensured that students had access to necessary online resources and materials to support their learning.

Investments were made to enhance technical infrastructure, including improving internet connectivity and providing necessary software and hardware resources. Faculty and staff were trained in online teaching methodologies to effectively deliver instruction in the virtual environment. Continuous monitoring and evaluation of online education methods were conducted, with feedback from students and faculty playing a crucial role in refining the process.

Various online ICT tools were utilized to enrich the learning experience and promote collaboration, including virtual whiteboards, interactive simulations, online quizzes, and virtual laboratories. Each student was provided with an institution-provided email ID, serving as the official means of communication for important announcements, course materials, and administrative communication.

Class sessions, lectures, and presentations were recorded and shared with students through the learning management system or the department's dedicated YouTube channel, allowing students to access content asynchronously and review missed classes at their convenience. Additionally, students were encouraged to enroll in online courses from platforms such as swayam.gov.in and uncce.org. Furthermore, UG students participated in an online MOOC course in Organic Farming offered by Mahatma Gandhi University, Kottayam.

Extended Profile

1.Programme

1.1 1086

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 2439

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 278

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 747

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 94

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 94

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	1086
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2439
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	278
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	747
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	94
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	94
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	58
Total number of Classrooms and Seminar halls	
4.2	281.93
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	185
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college, governed by the Mahatma Gandhi University Ordinance and guidelines, prioritizes effective curriculum design and delivery that align with the institute's vision and mission to engage with the community. The curriculum is publicly available on the college website, and the academic calendar is synchronized with the prescribed calendar by Mahatma Gandhi University. At the onset of each academic session, teachers develop course plans, workloads, and individual timetables, seeking approval from the Principal. The Principal diligently monitors teachers' monthly work logs in line with the academic calendar and teaching plan. Each department establishes its own vision and mission, harmonizing with the institutional vision and mission. Program Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO) are defined for all courses. The institution continually enhances its infrastructure and facilities as needed, boasting well-equipped laboratories and smart classrooms for faculty and students. Additionally, the comprehensive library

offers various web-based resources and access to national online databases.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.stpauls.ac.in/department-activities/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College strictly follows the University's calendar, scheduling all activities, including Continuous Internal Evaluation (CIE), accordingly. At the start of each academic year, the college prepares its academic calendar, serving as the basis for departmental planning. This calendar delineates semester start and end dates, internal exam schedules, and internal marks publication dates. Departmental calendars outline course plans, action plans, workshops, industrial visits, and various co-curricular and extra-curricular activities. All academic and CIE-related activities adhere to the established calendar of events, barring unforeseen circumstances

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.stpauls.ac.in/college-handbook/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

9

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

284

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution is dedicated to addressing and integrating crucial societal issues such as Moral Values, Human Values, Professional Ethics, Gender Equality, and Environmental Awareness into our curriculum. All departments offer degree programs that touch upon these issues, ensuring a comprehensive approach to education. Additionally, the college provides value education to instill these values in every student. Furthermore, teachers, along with various clubs and cells, actively engage in meeting the needs of society, contributing to regional and national development by promoting these values. As a result, these cross-cutting issues are seamlessly incorporated into both curricular and non-curricular activities

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

879

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

788

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.stpauls.ac.in/curriculum-feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.stpauls.ac.in/curriculum-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

843

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

191

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In order to inspire students based on their unique needs and to offer support on an individual basis, each department divides

students into two groups: active learners and slow learners. The level of students is determined by their scores on the qualifying exam taken at the time of admission and the entry-level exam taken shortly after being admitted to a course.

A variety of year-round events, including seminars, workshops, exhibitions, debates, group discussions, invited speakers, and intercollegiate competitions, are planned to benefit both advanced and slower learners. Experiential learning via lab activities and industrial tours also improves their capacity for learning. It is recommended that advanced students take on assignments that focus on research, such as publishing papers, articles, and giving presentations in seminars. Students that perform exceptionally well academically receive proficiency prizes.

During College Day, those who scored well in university exams are felicitated. Under the umbrella of Sugam, or "learning made easy," are programs designed for those who learn slowly. Opportunities for remedial classes, bridging courses, orientation programs, tutoring, mentoring, and writing/language skill development programs are available to help slow learners perform better.

Aagam: Towards Wisdom and Success is the name of the program for advanced learners. Programs like Interaction with Prominent Personalities, Career Advancement programs, and Online/SWAYAM courses are offered by Aagam. The college offers open-access programs as additional means of assisting pupils. Counselling, internships, library resources, and IEDC programs are among the common programs.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2024/04/2.2.1-.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2439	94

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Through first-hand experience, introspection, and experimentation, experiential learning assists students in gaining information and abilities. It goes beyond lectures and texts for the pupils. The college emphasizes both classroom and field-based learning to improve students' experiential learning. Service learning and industry/campus visits are examples of field-based learning. Experiential learning in the classroom or on campus can take many different forms, such as case studies, students as teachers, presentations, and different kinds of group work. Classroom-campus-based learning is a subset of field-based learning.

In addition, students benefit from course plan detailing, fests and competitions, internships, assignments that emphasize learning by doing, environment studies—which involve coming up with eco-friendly solutions for everyday problems—and experiment-based learning. Discussions, case studies, news analysis, topic-specific tests, project work, seminars, presentations, debates, and service learning are all components of participatory learning. Peer learning, cross-curricular instruction, flipped classrooms, ICT-enabled teaching and e resources, and problem-solving techniques like idea pitching, design thinking, brainstorming, mind mapping, and surveys all improve students' learning outcomes.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2024/04/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Tools enabled by information and communication technology (ICT) have improved the effectiveness, interactivity, and engagement of college teaching and learning. Teachers may create more dynamic and captivating classes by utilizing the interactive whiteboards

that are accessible in the classroom, which let students engage directly with the material. Teachers can display information, interactive classes, and multimedia content more effectively with the aid of whiteboards.

With learning management systems, educators can set up virtual classes, distribute materials, give assignments, and make examinations and quizzes. Software and apps for education such as PC GAMESS, Quizziz.com, ChemDraw, and Firefly. In addition to social media platforms

like Telegram and WhatsApp that foster interactive and collaborative learning settings, multimedia materials like films, photos, and music, as well as simulations like WINGAMESS, assist teachers in imparting key concepts.

Teachers rely on a variety of online resources, such as the UGC INFLIBNET N LIST, university websites' E-thesis, and materials from other websites like pdf drive.com. Some departments maintain an e-book bank, and Pauline Library offers instructors and students access to a wealth of useful materials.

PPTs, movie adaptations, videos, and occasionally links to other resources are also given to students. Teachers and students on campus can benefit from the Institutional Repository, other online repositories, virtual lab, and WiFi-enabled campus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

94

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

94

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

30

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

524.7

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college makes sure that internal grades are given to students in an impartial and transparent manner. According to MG University regulations, each department computes internal marks based on four requirements: test paper, attendance, assignments, and seminars. When determining internal marks, it takes into account the results of the internal exam that is taken at the conclusion of each semester. Through the college calendar and manual, students are informed about how internal exams are administered. The instructors also give the pupils a rundown of the specifics, including the schedule, the location, the required code of conduct, and other guidelines. Making sure that the internal and external examinations go smoothly is the responsibility of the examination committee. When they appear for their exams, students are told to carry their college identity cards.

Without the Identity Card, no student will be able to take their exam. The internal examination results are posted on the department notice boards by the corresponding Departments following the evaluation period. The students receive their valuable scripts back, allowing them to ask the relevant subject teacher any questions they may have about their exam results. Their exam results are combined with their attendance, performance in the seminar, and assignment to get their final internal marks. For future use, tangible copies of these corresponding documents are stored at the relevant departments. In order to be allowed to take their external exams, students must have at least 75% attendance on each theory subject.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stpauls.ac.in/examination-cell/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The performance of the students on assignments, in seminars, on test papers, and in attendance determines the internal scores. At the conclusion of each semester, there is an internal exam. Following exam completion, teachers review the response sheets within the allotted time and give back the valued scripts to each student so they can ask and clarify any doubts they may have. The internal marks are submitted to the university portal once the questions have been answered. Adopting the criteria provided by the university ensures total openness throughout the procedure. Since the teachers and students are both aware of this transparency, the relationship between them is further fostered. Attendance of students is rigorously controlled by the class in-charge; in order to be permitted to sit for the university examination, a student must receive at least a 75% on each theoretical paper.

The institution is associated with MG University, and it follows the guidelines established by the university to hold external exams at the conclusion of each semester. Strict discipline is ensured in the administration of the exams by the examining committee. Any complaints regarding the question paper should be sent right away to the principal by way of the examination committee. He or she then goes straight to the university in return. The Principal is informed of the University's resolutions regarding various issues, and the Department Heads are then notified. The responsible subject teacher informs the students of this information.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stpauls.ac.in/cells/grievance-cell/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program outcomes (POs) are benchmarks that indicate what a program should achieve in accordance with the course objectives. Undergraduates are required to meet these goals within three years of finishing the program, while graduates are expected to do so within two years of graduating.

Program Specific Outcomes (PSOs) are designed to outline the competencies and proficiencies that students should have, following completion of a given program. Course Outcomes (COs) specify what exactly students are expected to accomplish and be able to demonstrate at the conclusion of a certain course. These results guarantee that the course objectives are accomplished because they are in line with the University's specified syllabus.

The POs, PSOs, and COs for each course are detailed on the college website. The teachers, students and public can all access this information, which offers transparency and clarity regarding the curriculum's objectives and expected results. Students are given an orientation at the start of the academic year that focuses on the course outputs and program outcomes they will be able to demonstrate by the completion of their courses.

Through a precise articulation and dissemination of the POs, PSOs, and COs, the college creates a structure for student education and evaluation.

This framework gives students a clear idea of what they may anticipate to accomplish during their academic journey and is in line with the university's authorized syllabus.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.stpauls.ac.in/course-outcome-document/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

At the start of the academic year, the Board of Studies (BoS) of

each department in the college has responsibility for creating suitable Course Outcomes (COs) and Programme Outcomes (POs) for each course. As the college is affiliated to MG University, these COs and POs are computed in accordance with the values established by the university.

Every course, including elective courses, has a mapping matrix created to help with the alignment and assessment process. This matrix makes it easier to see how each CO helps the pertinent POs to be achieved. It makes it possible to thoroughly assess the ways in which all of the course objectives contribute to the achievement of the program objectives.

The BoS regularly completes and assesses the COs and POs to make sure they are applicable and efficient. This periodic evaluation assists in implementing any required modifications or enhancements in response to input from instructors, students, and industry standards.

The college uses a combination of direct and indirect metrics to evaluate CO achievement. To determine whether the desired results are being attained, direct measures entail assessing particular assignments, exams, projects, or performances. Conversely, indirect measures entail getting input from employers, students, alumni, and other relevant parties in order to assess the curriculum's overall efficacy and consistency with the desired results in an indirect manner.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.stpauls.ac.in/course-outcome-document/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

453

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.stpauls.ac.in/igac/annual-reports/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.stpauls.ac.in/wp-content/uploads/2024/04/Student-Sample-Survey-Report-2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3164000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

7

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	www.icssr.org , https://envt.kerala.gov.in

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has an Institution's Innovation Council (IIC) which is actively involved in organizing various activities like seminars and workshops and conducts industry visits for students to experience real-time entrepreneurship scenarios. The main objectives of the IIC are to inculcate entrepreneurial culture amongst youth and equip them with the skills, techniques, and confidence to act as torchbearers of enterprise for the new generation. It also aims at infusing entrepreneurship qualities among students.

Project Incubation Centre: The College has a functional agreement with the Innovation and Incubation Centre of the Albertian Institute of Science and Technology for sharing of resources and facilities to support the innovative projects of students.

Research Cell: The College organizes seminars and workshops that provide opportunities for the students and teachers to interact with eminent scholars over the globe. Skill development

Programmes: The institution organizes science exhibitions that aim to encourage and motivate students to come up with innovative ideas and the College supports them to materialize the ideas into a project. **Extension and outreach programs:** The College conducts extension and outreach programs that help to develop social values among students which make students aware of their responsibilities and widen their knowledge of societal issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/clubs/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

44

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	https://www.stpauls.ac.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

5

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities of our college are designed to promote the social participation of the students to benefit and empower the larger community and instill humanitarian values. The college, in

its outreach programs, prioritizes the needs of educationally, socially, and financially marginalized communities. These initiatives have helped in sensitizing students to the needs of society and promoted in them a spirit of social commitment. The various departments and clubs organized Swachh Bharat activities like cleaning the classrooms, corridors, Campus premises, and selected areas in the Kalamassery Municipality. The Department of Banking and Financial Services visited the old age homes and gave support to elderly people. The science departments of the college like Chemistry, Physics, and Maths offered extension activities to help out students in rural areas, develop their study skills in science. Such activities enhanced the teaching skills of the students of our college, being the same as experiential learning. The college has a well-organized Nature club through which various environmental activities are conducted. They maintain the College Garden promote activities to enhance the love of Nature and offer awareness programs for the public on Environmental Protection. Each academic year, the college organizes assorted fests and markets, to raise money to aid the poor sections of the society. In short, the extension activities of our college transform the students into leaders of social change to provide lasting solutions to social problems. A sense of selfless service-mindedness and social responsibility is instilled through each initiative and mould them into better citizens.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2023/05/Extension-Policy-Document.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

36

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1849

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
536	
File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
5	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc. St. Paul's College is situated in the	

industrial hub of Ernakulam District. The institution is spread over 15.73 acres richly endowed with lush greenery, protecting the campus from the vehicle pollution that surrounds it. The college has adequate infrastructural facilities for curricular and co-curricular activities. The campus is physically equipped with 58 large classrooms of which 41 are equipped with smart boards, 8 science labs, 5 computer labs, 5 seminar halls with ICT capabilities, 1 acoustic theatre with LCD Projector and 90 seating capacity, and a solar-powered digital library and LED lighting. The grid-connected solar power plant installed in the college has a total of producing 7KW power. All these facilities provide the best environment for the staff and for imparting knowledge to the students. Auditorium, indoor play stations, and open gymnasium support co-curricular activities and physical training for the students of this campus. St Paul's College also boasts a beautifully kept college ground.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/4-1-1-physical-facilities/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institution has adequate facilities for cultural activities, sports, games (indoor, and outdoor), a gymnasium, yoga center etc. College infrastructure goes beyond classrooms and laboratories. It also encompasses facilities that support cultural and sports activities. These spaces provide students with opportunities to engage in artistic expression, explore diverse cultures, and participate in sports and recreational pursuits.

Cultural Infrastructure includes:

1. **Auditoriums and Theaters:** The college has a well-equipped auditorium and theater that serve as venues for cultural performances, plays, concerts, and public speaking events.

Sports Infrastructure:

1. **Sports Fields and Courts:** The college with a focus on sports has well-maintained sports fields and courts for various

activities such as basketball, tennis, cricket, and volleyball.

2. **Sports Complexes:** Sports complexes are comprehensive facilities that offer a wide range of indoor sports activities. These include gymnasiums, indoor basketball and volleyball courts, open gymnasium, and fitness centers.

3. **Track Fields:** The college has a focus on athletics, stadiums, and track fields for promoting various sports activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/sports-cultural-facilities/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

58

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/ict-enabled-facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated with Integrated Library Management software 'Koha' which enables computerized management of library operations. DSpace digital Library software is used to manage the digital content. The Library is fully networked to access the digital contents and OPAC from anywhere. Computer-based search and retrieval of information through Online Catalogue. Bar-coding technology enables easy circulation. Adopting LMS in the college library has brought numerous benefits, including improved resource accessibility, streamlined operations, enhanced collaboration, and better user experiences for students and faculty.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.stpauls.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.219

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

75

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

There are 144 computers besides heavy-duty printers, photocopiers, and laser jet printers, scanners, in the office. The campus is equipped with 48 LCD TVs and one LED monitor for dissemination of information. Commerce, Computer Science, Chemistry, Physics, and B. Voc departments have computer labs. The five computer labs are linked to high-speed internet through computer networks. N-LIST facilitates unlimited e-journals, e-books, and other online educational materials while institutional digital repositories provide access to written materials. With a BSNL leased line connection, the connection is at 100 MBPS speed and there is no loss of connectivity or other network issues. The connectivity of internet and network is available in all the staff rooms, classrooms, administrative offices, seminar halls, and laboratories through LAN and Wifi networks. Protection of all types

of internet network connections is monitored by CYBEROAM internet security. Every corner on the campus has an internet connection since Wifi hotspots are institutional. A 30 KVA electronic generator and 12 Uninterrupted Power Supplies (UPS) of 1 KV to 10 KV are also located in the digital library to ensure an uninterrupted power supply at the university campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/it-internet-facilities/

4.3.2 - Number of Computers

185

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

78.75

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Students and faculty requirements take center stage at the College in the present digital world as it steps ahead in progress. A lot of changes have occurred in the library modification to fit the syllabus. The college has a computer lab which is ample for the students of various subjects. It has AMC on UPS System Maintenance. The well-equipped laboratory facilities of the college are available to both undergraduate and graduate students in the scientific stream. The undergraduate course is industrial chemistry while the postgraduate course is pure chemistry, the college offers separate laboratory facilities for the undergraduate and postgraduate students. Each department personnel is in charge of the lab custody, and the attendant provides help. Helped by the Kerala Cricket Association, the college pitch has been maintained well. All the sporting equipment is maintained in good condition and the same items also appear in the stock record.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpauls.ac.in/facilities-maintenance-utilization/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

722	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

125	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.stpauls.ac.in/department-activities/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2246

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2246

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

101

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

236

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

39

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

30

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Institution facilitates students' representation and engagement in various administrative, cocurricular and extracurricular activities (student council/ students representation on various

bodies as per established processes and norms)

The institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities, following duly established processes and norms (student council, students' representation on various bodies). Two student coordinators are selected from each department under the following heads:

- DQAC Coordinator
- Arts/Program Coordinator
- Sports Coordinator
- Placement Career Coordinator
- IEDC Coordinator
- E-Governance
- Media Coordinator

These student coordinators work in liaison with departments and participate in various decision-making processes. The College Arts Fest titled 'Thidambu' was conducted in the year 2023 displaying a wide range of events. Various clubs and cells organized relevant programmes to train and equip students. These clubs are managed by student secretaries/coordinators under the supervision of teacher coordinators. Associations constituted at the department level organise and conduct various students' activities. In addition to this, these committees take charge of observing the days of national/international importance, and also celebrating significant regional/national festivals. The college also provide ample opportunity for the students to be a part of NCC and NSS.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2024/05/LetterHead-5.3.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

98

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association of St. Paul's College, Kalamassery, is established to connect former students to the institution, intending to maintain a strong tie between the graduates and the parent institution. The alumni community renders their lasting support to the alma mater and the association helps in creating a larger network within the institution. The students who graduate from the college are automatically considered to be a part of the alumni association which is integral to the functioning of the college. The graduates of St. Paul's College, Kalamassery, foster in raising the profile of the institution to new heights and engage in alumni related activities throughout. In the year 2022 - 23, the alumni meet was conducted on 18th March, 2023 and the alumni members came back to their parent organization to a renew their relationship with the institution. The former students who belonged to the mathematics departments of the college gathered for the alumni meet to strengthen their bond with the parent organization and uplift the college to greater levels.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2024/04/ALUMNI-MEET-REPORT-18.03.23.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Paul's College, guided by the visionary ideals of its patron, Rev. Archbishop Joseph Attipetty, exudes altruism, academic excellence, and spiritual fervor. Embracing the motto "Life Nobly Lived," the institution upholds its secular, supportive, and proactive management ethos, despite its minority status. Its overarching goal is to cater to the diverse needs of students, equipping them with academic, social, and moral values to thrive in the 21st century. This formidable mission is realized through meticulous planning and the concerted efforts of various bodies such as the Governing Body, Executive Committee, Extended Executive Committee, Finance Committee, and IQAC. Students are empowered to assume leadership roles, fostering active citizenship through participation in socially productive activities. The college organizes national and international seminars, webinars, and student enrichment programs to foster holistic development. Faculty members utilize technology to impart knowledge and timeless virtues. The commitment of the teaching and non-teaching staff is evident in coordinated extension activities led by student organizations like NCC and NSS, instilling civic sense and social commitment. Student clubs and department-coordinated programs nurture talents and skills for overall growth. Collaborative ventures with educational institutions and industries expand avenues for academic and career advancement, enhancing students' employability.

File Description	Documents
Paste link for additional information	https://stpauls.ac.in/vision-and-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The academic and non-academic progression at St. Paul's College is the result of a cumulative team effort facilitated by the participative management policy. The pivotal role played by management, stakeholders, and IQAC ensures a decentralized administrative system to guarantee quality across all endeavours. Multiple levels of meetings are convened to devise strategies for enhancing the quality of teaching and supporting both faculty and students. The principal, college management, and stakeholders took initiative to sustain the quality of teaching-learning activities and student enrichment programs during the 2022-23 academic year. Their insightful guidance has been instrumental in maintaining academic excellence.

The primary focus of management, stakeholders, and IQAC is to ensure a decentralized administrative system that supports quality assurance, with consistent efforts to organize academic programs for student improvement. These programs serve as explicit evidence of the meticulous planning, preparation, and dedicated hard work of the college faculty. The IQAC targets maintaining quality and standards across all academic and non-academic programs by focusing on objectives, outcomes, quantity, and quality, including extension activities

File Description	Documents
Paste link for additional information	https://stpauls.ac.in/governance/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St. Paul's College Kalamassery has made significant strides in line with its Strategic Plan spanning from 2020 to 2025. The

institution has forged 5 fruitful MoUs/Collaborations in the academic year 2022-23 with industries and other educational institutions, fostering research endeavors. Annual Faculty Development Programs are meticulously organized, fostering the adoption of innovative teaching methodologies. To incentivize students, the college has augmented its endowment and scholarship offerings, while also implementing a mentor-mentee system to cultivate stronger teacher-student bonds.

Furthermore, the college hosts on-campus placement drives, maximizing employment opportunities for students through industry partnerships. A new academic block has been constructed through RUSA and management funds, aimed at accommodating a growing student body.

Investments were made to enhance technical infrastructure, including improving internet connectivity and providing necessary software and hardware resources. Faculty and staff were trained in online teaching methodologies to effectively deliver instruction in the virtual environment.

Various online ICT tools were utilized to enrich the learning experience and promote collaboration, including virtual whiteboards, interactive simulations, online quizzes, and virtual laboratories. Each student was provided with an institution-provided email ID, serving as the official means of communication for important announcements, course materials, and administrative communication.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://stpauls.ac.in/strategic-plan/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Policy visibility: The institution's governance integrates a strategic blueprint to guide its operations. All decisions, both academic and non-academic, are made during council meetings. The Internal Quality Assurance Cell (IQAC) ensures continuous improvement and sustainability within the college. The

institution's planning committee spearheads the formulation of developmental strategies. A dedicated purchase committee oversees and manages procurement for academic and administrative needs. The academic calendar aligns closely with the university schedule and is effectively disseminated to students and staff.

Administrative Structure: The college boasts a clearly delineated organizational framework. The Governing Body comprises a Chairman, Vice Chairman, Management representatives, Principal, Academic Experts, Teachers, and Superintendent. The Principal, as the highest authority, handles academic, financial, and administrative affairs.

Appointment and Service Regulations: Transparent appointment and service rules are established in accordance with the procedures outlined by both the University and the Government of Kerala.

Operational Procedures: The Governing Body holds responsibility for the comprehensive management of all college affairs. A self-appraisal system is in place for staff evaluation.

File Description	Documents
Paste link for additional information	https://stpauls.ac.in/igac/
Link to Organogram of the institution webpage	https://stpauls.ac.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has several welfare measures for teaching and non-teaching staff, Financial benefits include, EPF, SLI, GPAIS, NPS, Co-operative Society, Festival Bonus for Self Financing staff and membership fees and travel allowance for Xavier Board Meetings. Academic benefits include orientation and Faculty Development Programs. The college regularly conducts programs for capacity building and professional development for teaching and non-teaching staff. All the faculty members who upgrade their research work through quality publications during the academic year are honoured by management every year. Research Guideships and PhD holders are given awards during College Day. The institution encourages teachers to apply for scholarships and research project funding and two projects were granted in the current academic year. A counselling centre functions three days of the week with the services of a government certified counsellor. Staff gettogethers are arranged on festivals and management hosts staff lunches and celebrations during Onam and Christmas.

File Description	Documents
Paste link for additional information	https://www.youtube.com/watch?v=FxUg-HJCuac
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

32

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Each department at St. Paul's College Kalamassery logs their monthly activities across different categories including Programs Attended, Events Organized, Club/Cell Activities, Additional Classes Conducted, Exam-related Responsibilities, Research, Publications, Additional Duties, Achievements, and Innovations. Faculty members can access their personalized monthly performance report via the Final Submission tab. They have the autonomy to review, modify, and eliminate duplicate entries as needed. These submissions undergo evaluation for scoring and are pivotal in determining the recipient of the Excellentia Award for the best department within an academic year. Utilizing an in-house developed platform, the Institutional Quality Assurance Cell (IQAC) efficiently captures comprehensive details on faculty and departmental engagements and initiatives.

In terms of the appraisal system for non-teaching staff, their performance is assessed through a self-appraisal form based on criteria such as punctuality, efficiency, service-mindedness towards faculty and students, timely delivery of services, percentage of assigned work completed, and number of training sessions attended. Overall, the appraisal systems for both teaching and non-teaching staff aim to provide a comprehensive evaluation of their performance and contributions to the college's academic and administrative functions.

File Description	Documents
Paste link for additional information	https://stpauls.ac.in/college-handbook/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducts regular audits to maintain accounts as per the regulations of the university, state government and UGC. The institution conducts both internal and external audits.

Internal Audit The internal financial audit is carried out by a finance committee which includes senior faculty members head accountant, accounts clerk and office superintendent.

External Audit Usually, every year two types of external audit take place in the institution viz. Departmental audit by the Deputy Director of Collegiate Education and Audit by Accounts General Office. An external financial audit is carried out by an external agency, appointed by the managing board and Government auditors from Deputy Directorate of Collegiate Education, Government of Kerala. The external auditor verifies all the vouchers with reference to the cashbook and the balance sheet. Action is taken on the observations contained in the audit report and reported to the Director-General of Audit (Central Expenditure).

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2024/04/6.4.1.-Audited-Statements-AQAR-2022-23.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

16,98,100

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has established a robust mechanism to ensure adequate budgetary allocations for both academic and administrative endeavors, as well as to oversee the judicious utilization of financial resources. Under a well-defined organizational structure, the Principal, vested with financial and administrative authority, oversees academic matters. Prior to each financial year, the Principal and Department Heads collaboratively draft the college budget, subject to scrutiny and approval by the Management and Governing Council.

Through diligent planning and forecasting by stakeholders, allocated funds are optimally utilized. The Planning Committee, comprising senior faculty and staff, assesses departmental needs and submits proposals to the Finance Committee, which then evaluates fund allocations. All procurements are subject to approval by the Purchase Committee, ensuring transparency and accountability in financial transactions.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/research-projects/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Since its inception, the IQAC has made significant contributions to enhancing both the academic and administrative aspects of the college. In the academic year 2022-23, the IQAC spearheaded several quality enhancement initiatives:

1. Coordination of activities associated with the NAAC Fourth Accreditation across different levels of the institution.
2. Implementation of outcome-based academic initiatives aligned with the revised guidelines of the National Educational Policy (NEP), including training faculty in data preparation and result analysis using innovative online techniques.
3. Preparation of the Academic Calendar, outlining scheduled college activities, along with department-specific academic calendars as per IQAC directives.
4. Oversight to ensure the successful execution of departmental programs as planned.
5. Initiation of short-term and add-on/certificate programs, some of which were delivered through the institution's eLearning platform, in accordance with IQAC guidance.
6. Organization of six training programs/workshops for various stakeholders, including students, teachers, parents, and alumni, to enhance overall institutional quality.
7. Implementation of value education programs, remedial classes, mentoring sessions, and environmental awareness activities across all departments.
8. Introduction of automated mentoring, facilitating documentation of activities through teacher's/mentor's diaries for progressive evaluation.

These initiatives reflect the IQAC's commitment to continuous improvement and ensuring the holistic development of the institution.

File Description	Documents
Paste link for additional information	https://stpauls.ac.in/iqac/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution consistently evaluates its teaching-learning approach and operational strategies to align with contemporary needs, embracing evolving trends and technologies. It adapts by transitioning to student-centered ICT-enabled methods, leveraging tools such as Learning Management Systems (LMS), Virtual Labs, e-resources, and platforms like mind mapping and Canva to enrich student learning experiences. A range of online ICT tools, including virtual whiteboards, interactive simulations, are employed to enhance learning and encourage collaboration among students.

The Internal Quality Assurance Cell (IQAC) offers ongoing support to faculty, fostering their digital proficiency through practical training sessions to facilitate effective knowledge transfer. Furthermore, IQAC actively promotes quality research and publications within each department and among faculty members, encouraging participation in Faculty Development Programs (FDPs) and pursuit of research projects. Through initiatives like iTransform sessions, IQAC facilitates various faculty and student development programs, fostering a culture of continuous improvement and innovation.

File Description	Documents
Paste link for additional information	https://www.stpauls.ac.in/wp-content/uploads/2023/05/6.5.2-Proof.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stpauls.ac.in/igac/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The following are the major measures adopted by the Institution based on gender sensitivity:

- The College installed 24 x 7 CCTV surveillance at different locations such as college entrance, library, principal's office, parking area, Cafeteria, all corridors and in the ladies' hostel.
- The College has introduced identity card both for the students and staff. Wearing identity card is made mandatory inside the campus. The discipline committee of teachers from various departments keeps the campus student-friendly and scholastic. There is a single gate to the college kept under guard.
- Committee for prevention of sexual harassment is constituted aiming at achieving gender equality, removal of gender bias or discrimination, sexual harassment, and other acts of genderbased violence.
- The College has a well-structured grievance redressal mechanism through which grievances of students and staff are redressed.
- The college has an active anti-ragging cell which includes all department and all class teachers.
- College conducts various gender-sensitive programmes like skill development programmes, quizzes, debates and discussions on gender issues to create a sense of gender equality among students.
- We have a well-managed ladies' hostel, separate common rooms

and an actively functioning Women Empowerment Cell and Equal Opportunity Cell.

- All these are reflected in the stellar performance put up by our girl students in academics, sports and cultural.

File Description	Documents
Annual gender sensitization action plan	https://www.stpauls.ac.in/wp-content/uploads/2024/04/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.stpauls.ac.in/geotagged-photos/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College has implemented waste management programmes and procedures that fall into the following categories:

Solid waste management: There are separate trash cans in public spaces for recyclable and non-recyclable rubbish. It is common practice to communicate through email or WhatsApp. One-sided paper usage is advised. Agents receive scrap metal and other materials for additional processing. Under the direction of the teachers, students and the NSS unit participate in monthly campus cleanliness programmes.

Liquid waste management: The college has a functional drainage system. The garden is watered using the processed water from the Sewage treatment plant. In gardens, sprinklers are used to reduce wastage of water.

E-waste management: Electronic waste and used batteries are disposed off through external organisations. Outdated gadgets are sold as scrap to authorised buyers.

Waste recycling system: Waste recycling at the College is managed by methods like routine waste segregation, a biogas plant, a compost system, and an incinerator for burning solid wastes like plastic and sanitary napkins.

Hazardous chemicals and radioactive waste management: Most of Hazardous waste comes from the Chemistry lab. The used acids are diluted, neutralised, and disposed in an environment friendly manner. Fume hoods and volatile organic solvent mechanisms are installed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	A. Any 4 or all of the above
-------------------------------------------------------------------------------------------------	-------------------------------------

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- **St. Paul's College distinguishes itself as a Higher**

Educational Institution that warmly welcomes all knowledge seekers, irrespective of their caste, creed, religion, or socio-economic background.

- It strives to provide an inclusive and safe environment that fosters harmony, mutual respect and tolerance.
- Being a minority institution, several of its students belong to a marginalized community, and care is taken to ensure that that they receive all possible support and blend well with the rest.
- Students belonging to underprivileged sections of society, the differently abled, students from Lakshadweep and other minorities are all supported and care is taken to ensure that they integrate well into the system.
- Yoga Day on June 21st focuses on the importance of yoga practice for a disciplined life based on spirituality.
- Onam celebrations each year renews the importance of sharing, protecting nature, humility and self-sacrifice.
- Kerala Piravi celebrations on November 1 reminds and strengthens the unification of Kerala.
- Language day celebrations are organized by language departments to develop linguistic diversity.
- Teachers' Day on 5th September remembers Dr. S. Radhakrishnan the renowned philosopher and teacher and glorifies the importance of his teachings and worldly wisdom.
- The NSS also celebrates togetherness and harmony, and works for the welfare of the economically disadvantaged too, though the pandemic and lockdowns did cause difficulties.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college conducts programs to help students develop the morals and values expected of mature citizens.

- Important days are observed to teach qualities important for being a good person and responsible Indian citizen. For instance, celebrating Human Rights Day raised awareness

among students about their rights both as students and adults. Similarly, on National Voters' Day, students were reminded that voting is not just a right but also a duty.

- The mentoring and counseling cells assist students in identifying and overcoming weaknesses while enhancing their strengths. The Career Guidance and Placement Cell sharpens their professional skills.
- The ENCON Club and Nature Club promote student awareness of environmental preservation, resource sustainability, and biodiversity conservation. Clubs like the AD/AT Club and the Electoral Literacy Club educate students about civic responsibilities and how to avoid common pitfalls.
- Through various activities, the College Union prepares students to become responsible adults in society. The NCC and NSS play vital roles in character development and instilling human values.
- Social outreach activities emphasize the importance of sharing and caring among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://data.stpauls.ac.in/AQAR_2022_23/7.1.9_Inst_Values_Best_Pract_AQAR_2022-23.pdf
Any other relevant information	https://www.stpauls.ac.in/clubs/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

A. All of the above

4. Annual awareness

programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National and international commemorative days, events, and festivals are traditionally observed at St. Paul's College, Kalamassery.

In collaboration with the Nature Club, the college observes World Environment Day on 5 June. World Ozone Day is observed with a variety of events, including field trips to neighboring communities and competitions such as elocution, quizzes, and other events.

Republic Day and Independence Day are celebrated at the college. Gandhi Jayanthi is observed in order to spread Gandhian ideas and values among students. To commemorate Kargil Vijay Diwas, a student quiz competition was held.

The college's departments take part in reading day celebrations and other significant literary days by holding seminars, speeches and competitions.

On Teachers' Day, the college held events that were organized by students from several departments for both teachers and students.

International Yoga Day was celebrated.

Departments host a variety of speeches and competitions with the goal of promoting gender equality and women's empowerment on International Women's Day.

Staff members and students at the university celebrate national and regional holidays such as Onam and Christmas. Kerala Piravi was also celebrated in the institution.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

1. Title: "Nurturing Nature; Culturing Life"

2. Objectives: The goal is to cultivate in students an empathy with the environment and nature. The green initiatives taken up by the college create a bond between the students and nature.

3. The Context: Situated in the industrial belt of Kalamassery, it is blessed with a vast and lush green campus. This is a carefully cultivated venture and the college initiatives are in tune with what is best for the environment and nature.

4. The Practice: ? Celebration of World Environment Day, Ozone Day, Earth Hour, etc.? Competitions and contests ? Talk on Biodiversity

5. Evidence of Success: ? A clean, green campus with a verdant landscape and a herbal garden. ? Heightened environmental consciousness among management, staff and students.

6. Problems Encountered and Resources Required: ? Financial and time constraints.

Best Practice 2

1. Title: "Parivarthan - Transacting Knowledge; Transforming

Lives"

2.Objectives: Enabling students to use their academic knowledge in practical contexts while taking part in community service projects is the main objective. This fosters in them a sense of moral obligation, charity, and compassion.

3. The context: The college strives to support the underprivileged and helpless. The institution has emerged as a leader in the provision of excellent education that integrates modernity with morals and tradition with technology.

4 Practice:

? Anti-Drug Awareness Programmes

? Old Age home and special school Visit

? Harisree ? Cleanliness Drive

? Pauline Star

5. Evidence of success:

? Meaningful Service Opportunities

? Awards and Recognitions

? Welcoming an inclusive community and teamwork

6. Problems encountered, and resources required: Financial and time constraints.

File Description	Documents
Best practices in the Institutional website	https://www.stpauls.ac.in/best-practices/
Any other relevant information	https://www.stpauls.ac.in/wp-content/uploads/2024/04/AQAR-2022_23-7_2_1_Links.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sanskriti-

Instilling Invaluable Principles for the Well-Being of Women and Minorities

Objectives:

St. Paul's College always aspires for the overall development of its students. Furthermore, the college strives to provide opportunities for marginalized communities.

Context:

The college strives to impart excellence in higher education to all, with a focus on educationally, socially, and economically marginalized communities, and to help students build integrated personalities. Equity measures are implemented to assist the marginalized in this regard.

Practice

Women Empowerment:

The Women's Cell of the college, in collaboration with other departments, has conducted activities to raise awareness about empowering women, like 'Nirbhaya' where students were taught a few techniques of self-defence, and 'Cup of Life' which was a large-scale menstrual cup distribution.

Welfare of Minorities:

St. Paul's College is particularly committed to providing minority students with educational opportunities and supporting them during difficult times. Minorities do make up most of the college's student body.

Evidence of success

Women and students from underprivileged backgrounds have played prominent roles in the achievements of the college, whether academic, extracurricular, or co-curricular. Minority educational institutes have also benefited from the college initiatives. These attributes set the college apart from other colleges in the state.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Inform the stakeholders about the impending FYUG programme and encourage teachers to devise courses for it.
- Examine the possibility of pursuing academic autonomy in the current situation.
- Integrate additional value-added courses, promote student internships, and encourage enrollment in MOOCs available on platforms like SWAYAM and Coursera.
- Promote increased research publication and encourage more faculty members to complete their research by submitting their theses.
- Explore the feasibility of elevating additional departments to research centers or revitalizing dormant ones.
- Organize more student placement campaigns.
- Enhance the efficiency of the IQAC by introducing user-friendly technologies into the documentation process.
- Revitalize green initiatives that have been hampered by lockdowns