



IQAC ANNUAL REPORT 2017-18



2017-18

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Significant Activities conducted by IQAC for Quality improvement

- Students attendance and feedback was made available online through Knowledge Pro software. Organized meetings with students to make them aware and persuade them to give online feedback on teachers.
- Designed and arranged Teachers diary which is helpful for them to prepare the teaching plan and record the daily events and meetings.
- Conducted a statistical analysis of admitted students based on gender, marks, category and admitted course and made a report.
- Conducted training on ICT enabled teaching using moodle software for teachers and motivated them to use it.
- Prepared and Submitted Detailed Project Report on RUSA (Rashtriya Uchthaar Shiksha Abhiyan) -Basic Financial Assistance.
- Developed software using Microsoft Access for the smooth conduction of examination scheduling, seating arrangement and absentee statement.
- Initialized two new student clubs a) Readers Club and b) Disability Club

Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
Institution Quality	<ul style="list-style-type: none">• After conducting a need analysis IQAC proposed to start following undergraduate programmes B.Sc Food processing and Technology & B.Com Professional. Programmes were started in the same academic year.• An expert level training on Microsoft office was conducted for Nonteaching staff; which increased the productivity.• A software module was prepared and implemented in Administration office for scheduling and conducting examinations.
Teacher Quality	<ul style="list-style-type: none">• IQAC prepared the academic calendar along with the exam schedule and distributed to departments and pareeksha bhavan.• Feedback by passing out students on teachers were collected online. Principal intimated

	<p>teachers on their feedback and a plan of action was suggested to improve.</p> <ul style="list-style-type: none"> • Time table committee was constituted; which made the general time table well ahead of the start of academic year. • Teachers planned the academic activities and the examinations were conducted smoothly as per the academic calendar • Training in ICT was conducted for teachers; which was highly successful.
Student Quality	<ul style="list-style-type: none"> • Wifi internet facilities were provided to all departments • PG and Research Students were provided with extra computer terminals in library
Initiatives for Eco friendly Campus and Biodiversity awareness	<ul style="list-style-type: none"> • IQAC along with Department of Environmental Science conducted the Green audit • Biodiversity Club organised programmes to enhance and preserve the biodiversity of the campus • One of the flagship program of Christ College-“Entae Maavu Swantham Naatu maavu” (developing native mango saplings and distributing) was organized along with the World cup football. Two thousand saplings were distributed through the program

Teachers who attended FDP during the academic year

Teacher	Programme attended
Alagra Antony	One Day Workshop on Excellence Through MACROS
Teena Thomas	FDP Organised by Collegiate of Education (Five days National Workshop on Data analysis in Social Science Research)
Siji Paul.V	2- Day State Level Workshop on SPSS
Dr. Mariyamma K.D	Orientation Programme, UGC-HRDC, Banarus Hindu University, Varanasi
Rosemary T. George	Children and Crime Innovative Strategies for Prevention
SAIJITH N S	Progetto- Project Planning
Kalpa Sivadas	One day workshop on "Role of logistics in International Business"

Allwin Thomas N T	Workshop on Project planing
Renya c v	Workshop on neuro plasticity based bibliotherapy
Ajeesh George	Two day Workshop on Project Planning,by Department f Social Work,Christ College(Autonomous),Irinjaakuda
Dr. Devi K.	4th International conference in Ocean Engineering
Tintumol Sunny	Refresher Course
Binu M John	Orientation Programme
Rosy V. O.	Refresher course in economics
Smitha Antony M	One day workshop opn "Role of logistcs in International Business"
Shinto K G	Orientation Programme
Dr.Sreevidhya. V	One Week Workshop on" Vattezhuthu Inscriptions of Kerala ",held at P.G.& Research Department of History Farook College,Calicut
Subin K Jose	Orientation Programme, UGC-HRDC, Calicut University
Tintumol Sunny	(National workshop)- Graph Domination and Labelling
Dr.Shaju K.Y.	National Workshop on Conceptual and Mathematical Structure of Quantum Mechanics
Dr Jolly Andrews	Education Summit organized by Christ University, Bengaluru
Tom Jacob	Research Enrichment Workshop Series
PRIYANGA K.K	FDP ON DATABASE DESIGN AND PROGRAMMING WITH SQL

Contribution of IQAC in enhancing Student Quality and offering support

- On the Freshers day, Chairman of IQAC briefed about different Student Support Services to both UG and PG students.
- Admissions to various clubs and forums was conducted centralized by IQAC. Each club were given twenty minutes of time to present their past activities and admission forms were given on the same day. This helped the students to select the clubs according to their talent and taste.
- IQAC chairman briefed about different Student Support Services arranged on the campus during the orientation programmes for UG and PG students.
- Students feedback on teachers was conducted online and IQAC members visited different classes to encourage students to do the feedback
- IQAC monitors the functioning of Walk with scholar and Student support program
- Attendance system was made online and IQAC members encouraged students to track their attendance. In case of any grievance students reported to IQAC Office
- Result analysis for every end semester examination was conducted by IQAC and the individual students report were given to class teachers before the teacher student parent interface.
- IQAC along with the Placement cell conducted campus placements for HCL, Wipro and South Indian Bank.

- Two new clubs were initiated in the current year a) Readers Club and b) Disability Club
- Psychology department of the college started a Counselling centre near to College office. Personal Counselling is offered there at lunch breaks and also after regular class hours.

Contribution of IQAC in Sensitizing/Promoting Research Climate in the institution

- Motivated and assisted departments to conduct seminars and workshops
- Assisted faculty members in preparing proposals to submit to funding agencies for doing research projects
- Motivated faculty members to be Research guides.
- Organized orientation on research methodology for PG students
- Took initiative to institute an award for best research paper published by faculties of the College every year. In the current year it was awarded to Asst. Prof. Edwin Jose for the paper: Room temperature deposition of highly crystalline Cu-Zn-S thin films for solar cell applications using SILAR method; Journal of Alloys and Compounds; Vol 712 pg:649-656

Extension activities conducted by institution and monitored by IQAC

No	Department/Club	Activity	People benefitted	Date	
				From	To
1	Disability Cell (Bahuswara)	Distribution of audio books on university curriculum	twenty blind students	6-Jul-17	20-Feb-18
2	Disability Cell (Bahuswara)	Inauguration of disability cell;on 29 Aug 2017 by Prof. Richard Hay; Member of Parliament; Distributed Two wheel chairs; Recording devices for visually imapiored and audio books	Disabled students	29-Aug-17	
3	Disability Cell (Bahuswara)	Three day workshop for disability cell members- SEDA 2018-Skill Exchange for Differently Abled	Members of Disability cell and 13 blind students	25-Jan-18	27-Jan-18
4	Psychology	Christ Centre for Psychological Counselling. A counselling centre to give opportunity for MSc clinical psychology students an exposure with clients from outside college. Services are on free of cost and faculties from the department will handle the session and one student will assist the faculty.	Students of college and neighbouring community	6-Jun-17	

5	Social Work	OKHI Cleaning Campaign	To support the people of Eriyad who were badly hit by the Okhi Cyclone in the Kodungallor area	5-Dec-17	
6	Thavanish (Social Welfare Club)	Provided Grocery kit of worth Rs. 500 to thirty poor families of Irinjalakuda Municipality selected with the help of Municipal Councillors. Program was inaugurated by Sri V.A Manoj Kumar (Block Panchayat President)	Thirty families	14-Jul-17	
7	Thavanish (Social Welfare Club)	Inauguration and Distribution of Dress bank at Watchumaram Tribal colony at Athirapilly, thrissur District. Dress collected by Students and 5 kg of rice were distributed to fifty tribal families in presence of Mr. Shaju M, the Panchayath Ward member	Fifty tribal families	14-Aug-17	
8	Thavanish (Social Welfare Club)	New dresses were given as gift to Cleaning staff (ladies) of Christ College	10 cleaning staff	31-Aug-17	
9	Thavanish (Social Welfare Club)	Savishkara 2017 was organised which showcased the talent of mentally differently abled students of 15 special schools of Thrissur District	75 students from special school	6-Sep-17	7-Sep-17
10	Thavanish (Social Welfare Club)	Thavanish gave Rs One Lakh as medical aid to cancer and kidney patients a) Appekatt Rajeevan , b) Pazhukkaran Ouseph, c) C K Dhill and d) Binu K	4 critical patients	29-Nov-17	
11	Thavanish (Social Welfare Club)	Thananish members distributed 200 Kg Of Rice, 30 Kg Of Vegetables, Snacks And Biscuits To The Affected Families Who Where Moved To The G.U.P.S Relief Camp Azhikode, Immdiately Following The Disaster Which Hit The Kerala Coast On Nov 29-30, 2017	30 families	4-Dec-17	
12	Thavanish (Social Welfare Club)	Thavanish members distributed 90 casseroles worth Rs. 250 each to patients of Irinjalakuda Taluk Hospital on 16th Januray 2018 during Palliative Care Day	90 patients	16-Jan-18	
13	National Service Scheme	Visited Tribal hamlet of Agali, Palakkad and students started a library	26 families	16-Dec-17	
14	National Service Scheme	Volunteers cleaned Taluk Hospital and painted the beds and oxygen cylinders on Gandhi Jayanthi day	160 patients	2-Oct-18	

Quality improvement strategies adopted

Curriculum Development

- Board of studies of different subjects are given responsibility of modification in syllabus of regular courses
- Recommendations from passing out students, distinguished alumni and employers are duly considered.
- In the year 2017-18 syllabi of three PG programs (Zoology, Mathematics and Statistics) and two UG programs (Chemistry complimentary and Mathematics) got approval from University of Calicut.
- College has started fifteen Career Oriented Certification courses this year. The syllabi were prepared in accordance with industrial standards. Seven certificate courses have industrial partners.
- Various endowment lectures, quizzes, invited talks, etc are organized by almost all departments in order to supplement and enrich the curriculum offered by the University.

Teaching and Learning

- IQAC prepared general academic calendar for two semesters. Departments prepared individual academic calendar and time table.
- Teachers Diary was prepared and printed by IQAC in which teachers can record their teaching plan, student progress and daily events.
- Attendance were recorded in the online MIS system; which gives both summarised and individual reports. The attendance can be viewed by both teachers and students.
- College tries to keep ten percentage of retired staff among the ad hoc lectures to preserve their expertise especially in the self-financing departments.
- To focus on ICT enabled teaching, MOODLE Learning Management System has been installed and training has been given to teaching staff.
- IQAC does result analysis after each end semester examination and hand over the analysis report to Principal.
- Every semester one department meeting is held in the chairman ship of Principal. Principal discusses the result analysis with HOD and Staff members and necessary corrective actions are taken.
- IQAC provides consolidated individual results of students (till the latest semester) to all the departments.
- Class teacher, parent and student interface are arranged in each semester to discuss the performance. The consolidated individual result of the student is discussed with parents during the interface and student's progress is assessed.

- Remedial coaching classes, Scholar Support Programmes and Walk with Scholar programmes are arranged to uplift the slow learners

Examination and Evaluation

- Along with the General Academic Calendar; Examination dates are also announced in consultation with the Controller of Examinations.
- The college has separate committees to conduct internal examination and the end semester examinations. The committees consist of one chief superintendent and one additional chief superintendent for the smooth conduct of examinations.
- Principal nominated teachers to the Examination Invigilation Committee. The committee made surprise visits to exam hall to monitor any malpractices. Incidents of malpractice are reported to Principal and necessary corrective actions taken.
- Two internal exams were conducted for each semester and the prepared mark lists are entered in the software. Apart from internal exams students are required to complete assignments, seminar and viva as per the university guidelines. The final internal grade sheets are uploaded by the teachers before the scheduled date. Students can verify their marksheets and in case of any complaints can approach the concerned teacher.
- The internal scores will be countersigned by Head of the Department and will be published in department notice board.
- Centralized valuation camps were introduced for both PG and UG programmes to complete the valuation and publish the results at the earliest.
- A committee has been constituted to verify the merit of the allocation for grace marks.
- Model Viva voce examinations are conducted.
- Grievances if any will be redressed either at the department level or at the Grievance redressal committee level.
- IQAC does result analysis after each end semester examination and hand over the analysis report to Principal.
- The internal mark lists along with the end semester exam result of last semesters are evaluated during the parent teacher student interface.

Research and Development

- The Research Assessment Committee constituted in College consists of faculty members who are recognized research guides of the University of Calicut.
- Presently there are six research centres namely Physics, Chemistry, Zoology, Geology & environmental Science and History.
- Submitted proposal for RUSA Infrastructure grant which consists of research facilities also
- Assisted departments to apply for financial support for conducting International and National seminars/Conferences and workshops.
- Admission procedure of research students twice in every year

- Timely advertisement of research related news and availability of Ph D vacancies through College Website and popular newspapers
- Conducted seminars and workshops in some of the departments utilising the Autonomy grant
- Encouraged faculty members to present research papers in International and National seminars and also to publish their research works in refereed journals.
- Encouraged faculty members to get approved as research guides at various universities.
- Project presentation contest was done and the best PG research projects were selected and awarded.

Industry Interaction / Collaboration

- All the UG and PG Departments completed their industrial visits and made reports
- College invited industrialists especially the alumni to interact with students
- Students were given opportunity to do their project and dissertation work in many industrial and service sectors
- The newly started certification programs were designed in consultation with industries.
- Current year collaborations has been established with Entero Solutions Chalakudy, TCS ion Thrissur, Yushmakam Business Solutions Palakkad, The Strategist Ernakulam, Kerala State Rutronix, Time Placements, Finmark Solutions, Pan Environ Geo Spatial Academy Ernakulam and Nexus Academy Thrissur

Development programmes for support staff

- The newly recruited support staffs were provided on-the-job training by senior staff from the College.
- IQAC Conducted a one-day training session for the support staff on Microsoft Excel on 30th December 2017.
- Two of the staff members attended the training on SPARK and e-tender system.

Contribution to environmental awareness /protection

- The Biodiversity Club, Christ College, Irinjalakuda (Registration No: KSBB/BC/45) is very active in greening the college campus and the Irinjalakuda municipality.
- In connection with World Environment day Biodiversity Club organised a National Seminar on “Know Your Nature” on 06th June 2017.
- On 1st February 2018 Biodiversity Club and Environmental Science Department jointly organized a National Seminar on “Wetlands for a sustainable Urban Future”
- NSS units of the college started a new venture called ‘Sahaj’ Natural Vegetable Seeds Conservation Unit in collaboration with Kerala Jaiva Karshaka Samithi and the program was inaugurated by Agricultural Minister of Kerala Shri. Sunil Kumar.
- As part of Clean Thrissur drive in association with Mathrubhumi daily the NSS units cleaned Njauri Kulam pond at Irinjalakuda

- The NSS units of the college visited Silent Valley National Park for Nature Camp along with Forest Department of Kerala. Fifty five volunteers and two programme officers took part in the Nature camp on 14th and 15th of December 2017.
- Solar power: 20 kW capacity of solar power has been installed which cater the power requirement of Pareeksha bhavan and administrative office.
- Rain water harvesting: Three rain water tanks of 2000 liters capacity were installed to harvest rain water from the roof of library and commerce block. This add another 6000 liters capacity to the already having 60,000 liters capacity
- Water barriers: The rain water barriers were constructed in college garden in the year 2014. It was given maintenance to hold more water which will replenish the ground water.
- Shanthistal (Collection of rare plants): Management of Christ College has reserved 20 cents of land for the conservation of RET (Rare, Endangered and Threatened) plants in the Shanthistal of Christ College, Irinjalakuda. This year additional five species were planted by the Biodiversity club members. Now Shantistal has 38 endangered species of plants.
- Entae Maavu (My mango tree): “Entae Maavu” program is one the theme program of Christ College in which native mango trees are planted and cultivated. This year three hundred saplings were developed and distributed. Around fifty saplings were planed in the campus itself.
- Paper pens, bags and Grow bags from Flex banners: NSS units of Christ College makes pen, and bags using used paper. The NSS unit gave training to neighboring Schools and Colleges to make paper bag and pen. Students also started making grow bags from flex banners and these were distributed to houses to make vegetable garden
- Biocomposting unit (Charcoal): Another new venture from Christ College in which the food waste from Mens hostel were converted to manure by composting using rice husk charcoal. The technique developed by Organic Farmer Sri C v Jose was further developed by Environmental Science Department and a small unit has been stated in College Hostel

ACTION TAKEN REPORT OF THE YEAR



Action taken report of Internal Quality Assurance Cell

CHRIST COLLEGE (AUTONOMOUS), IRINJALAKUDA, KERALA, 680125

Action taken report up on the minutes of IQAC meeting 02 June 2017.

AGENDA	ACTION TAKEN
<i>Academic Calendar and Examination Schedule</i>	Academic Calendar and Examination schedule was finalized after discussion in HOD meeting. Published in College website and given for printing in college handbook.
<i>Plan of action 2017 18</i>	<p>Detailed action plan was prepared for each of the thrust areas.</p> <p>ICT activities:</p> <ul style="list-style-type: none">a) Additional training on moodle LMS to be given to teachers.b) Training on Microsoft word, excel and powerpoint to be given to teaching and non-teaching staff in the current academic year. <p>Club activities:</p> <ul style="list-style-type: none">a) First year students should be introduced to all clubs before they joinb) All clubs should have vision, mission, objectives and bye lawc) Start new clubs for students this academic year (suggestion- Book Reading club, Disability Club, Cycle Club) <p>E- Governance</p> <ul style="list-style-type: none">a) Students attendanceb) Entry of internal marksc) Introduce Tally in Accounts Office

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Action taken report of Internal Quality Assurance Cell

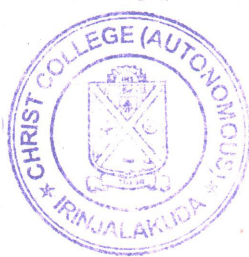
CHRIST COLLEGE (AUTONOMOUS), IRINJALAKUDA, KERALA, 680125

Action taken report up on the minutes of IQAC meeting 07 July 2017.

AGENDA	ACTION TAKEN
<i>Victory day</i>	Arete 2017 was successfully conducted on 17 th July 2017.
<i>Plan of action 2017 18</i>	Mr. Jomon Joseph, The Strategist, Cochin was contacted for training on Microsoft products. A meeting with club Coordinators was conducted. All clubs were asked to prepare detailed action plan.
<i>Entrepreneurship Development Club</i>	The renewal certificate has been arranged from Industries Department.
<i>Any other relevant matter permitted by Chairperson</i>	Guidelines for the best research paper has been prepared.

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Action taken report of Internal Quality Assurance Cell

CHRIST COLLEGE (AUTONOMOUS), IRINJALAKUDA, KERALA, 680125

Action taken report up on the minutes of IQAC meeting 22 Aug 2017.

AGENDA	ACTION TAKEN
<i>Teachers Diary</i>	<p>The teacher's diary was printed and distributed to all teachers.</p> <p>Principal has issued notice to all teachers to fill in the teaching plan.</p> <p>HoDs are directed to check the teachers diary and countersign the teaching plan.</p>
<i>Syllabus revision</i>	<p>Guidelines for syllabus revision was prepared. IQAC collected the modified syllabi from Department of Zoology and Department of Statistics and sent to University for approval.</p>

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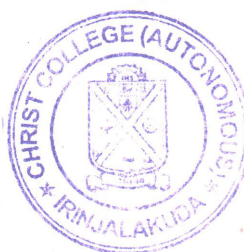
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Action taken report up on the minutes of IQAC meeting 07 Sep 2017.

AGENDA	ACTION TAKEN
<i>Sports Counselling Centre</i>	The Sports counselling centre started functioning in the administrative building near to Library. Additional infrastructure was provided.
<i>Guidelines for Disability Cell</i>	The Disability Cell 'BAhuswara' was officially inaugurated by Richard Hay, Member of Parliament on 12 th September 2017. Our alumni Dr. Joy Chazhookaran donated a Wheel Chair to disability cell on the same day.
<i>AQAR preparation</i>	The list of departments who have not submitted department AQAR was given to Principal. The preparation of 2016-17 AQAR is complete.
<i>Any other relevant matter permitted by Chair</i>	The training was completed. Both students attendance and feedback systems are online now.

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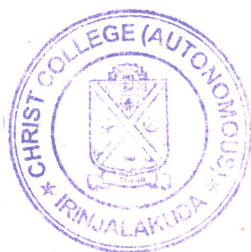
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Action taken report up on the minutes of IQAC meeting 14 Dec 2017.

AGENDA	ACTION TAKEN
<i>Training - non-teaching staff</i>	The training on Microsoft excel was conducted on 30 th December 2017. The trainer was Mr. Jomon Joseph from The Strategist, Cochin. Principal Dr. Mathew Paul Ukken inaugurated the training program. Shaju Varghese Office Superintendent welcomed the participants. Twenty-Eight administrative staff participated in the training. Mr. Gejo Johny, Head Accountant delivered the vote of thanks.
<i>AQAR preparation</i>	The AQAR for two years (2016-17 & 2017-18) was successfully uploaded to NAAC. The AQAR was displayed in College website.
<i>Department visit- AAA</i>	Detailed schedule prepared. Department visit (AAA) is over for six departments.

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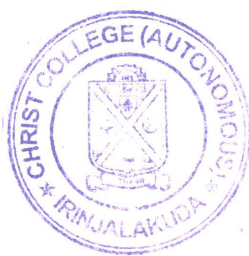
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Action taken report up on the minutes of IQAC meeting 01 Feb 2018

AGENDA	ACTION TAKEN
<i>Moodle refreshment training</i>	Dr. Ramesh A R of Kerala MOOCS was the resource person for the program. Examination module, Assignments and Course upload were the topics under discussion.
<i>FDP on Excel & Powerpoint</i>	The FDP on Microsoft excel and Powerpoint was conducted on 16 May 2018. Seven teachers started advanced training in Microsoft excel. Exams will be in June 2018.
<i>Reports from Club coordinators</i>	Received club reports from all the departments. Consolidation work is going on.

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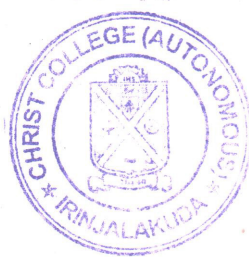
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Action taken report up on the minutes of IQAC meeting 16 March 2018.

AGENDA	ACTION TAKEN
<i>ICT division IQAC</i>	The training was conducted successfully on 21-22 May 2018. Three teachers from other Colleges participated.
<i>RUSA funding</i>	Conducted three meetings with HODs of Science departments regarding the division of RUSA fundings
<i>Unnath Bharath Abhiyan project</i>	Delegated Department of Social Work to conduct the Village survey.
<i>Consolidation of teachers feedback</i>	Principal held confidential meeting with teachers to discuss the feedback

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