



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	THE COCHIN COLLEGE
Name of the head of the Institution	Dr. BIJU P. THAMPI
Designation	Principal (in-charge)
Does the Institution function from own campus	No
Phone no/Alternate Phone no.	0484-2226448
Mobile no.	9446897002
Registered Email	thecochincolleggekochi2@gmail.com
Alternate Email	tcciqac54@gmail.com
Address	The Cochin College, Koovapadam, Kochi-2, Kerala
City/Town	Kochi
State/UT	Kerala
Pincode	682002

<b>2. Institutional Status</b>																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Dr Geetha M																														
Phone no/Alternate Phone no.	04842225954																														
Mobile no.	9447459909																														
Registered Email	thecochncollegekochi2@gmail.com																														
Alternate Email	tcciqac54@gmail.com																														
<b>3. Website Address</b>																															
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.thecochncollege.edu.in/assets/frontend/igac/AOAR_2017-18_for_website_links/AOAR_2017-18_THE_COCHIN_COLLEGE.pdf">https://www.thecochncollege.edu.in/assets/frontend/igac/AOAR_2017-18_for_website_links/AOAR_2017-18_THE_COCHIN_COLLEGE.pdf</a>																														
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://thecochncollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/College_Calendar(2018).pdf">http://thecochncollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/College_Calendar(2018).pdf</a>																														
<b>5. Accreditation Details</b>																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>75.15</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.85</td> <td>2012</td> <td>09-Mar-2012</td> <td>08-Mar-2017</td> </tr> <tr> <td>3</td> <td>B+</td> <td>2.53</td> <td>2019</td> <td>15-Jul-2019</td> <td>14-Jul-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B+	75.15	2004	08-Jan-2004	07-Jan-2009	2	B	2.85	2012	09-Mar-2012	08-Mar-2017	3	B+	2.53	2019	15-Jul-2019	14-Jul-2024
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3	B+	2.53	2019	15-Jul-2019	14-Jul-2024																										
<b>6. Date of Establishment of IQAC</b>	18-Feb-2004																														
<b>7. Internal Quality Assurance System</b>																															

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Lecture Series by Department of English	18-Mar-2019 1	75
Seminar on Medicinal Plants	23-Nov-2018 1	80
Conduct of Model Parliament	22-Mar-2019 1	40
International Talk on Enzymes on DNA//	18-Mar-2019 1	30
International Talk on Electro Catalysis and Energy	18-Dec-2018 1	30
National Seminar on Linear and Non Linear Optical Materials	19-Feb-2019 2	40
Talk on Personal Safety, Cyber Security and Cyber Legislations	25-Mar-2019 1	50
Discourse on Cinema as an Academic Discipline	16-Feb-2019 1	35
Talk on Lifiesyle choices and its Impact on Environment	19-Mar-2019 1	45
Science Popularisation Programme	25-Jul-2018 1	90
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
WWS	WWS	State govt	2018 365	194400
SSP	SSP	State govt	2018 365	85500
P D Fund	P D Fund	State govt	2018 365	1139315
Post graduate and research department of Physics	SARD	KSCSTE, Trivandrum, Kerala	2018 1095	1440000
Department of Zoology	various programs	KSCSTE, Trivandrum, Kerala	2018 3	47000
Department of	SPP-KSCSTE	KSCSTE,	2018	240000

Zoology		Trivandrum, Kerala	365	
<a href="#">View File</a>				
<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>		Yes		
Upload latest notification of formation of IQAC		<a href="#">View File</a>		
<b>10. Number of IQAC meetings held during the year :</b>		6		
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website		Yes		
Upload the minutes of meeting and action taken report		<a href="#">View File</a>		
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		No		
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>				
<p>1. Under the guidance of IQAC, more number of capability enhancement/training programs/ awareness classes were conducted by all the departments 2. The college joined hands with community in helping flood affected victims by providing them food and necessities. 3. As a part of sensitizing students towards ecological and environmental issues green protocol was implemented in the campus 4. IQAC took the initiative to provide career oriented coaching and opportunities for students 5. Extension activity, BIOMAG 2018, a Science Popularization program for the community was launched</p>				
<a href="#">View File</a>				
<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>				
Plan of Action		Achivements/Outcomes		
To under take women empowerment program		Student Empowerment and Awareness WIng of Science and Quiz clb conducted a paper bag making training program for homemakers and students , Department of English conducted an awareness session on personal safety, cyber security and safety legislations		
extension activities to be launched more extensives and elaborately		Launched BIOMAG, science popularisation program in the adopted ward		
make the campus green		Deaprtment of Zoology Implemented Green		

	protocol in the campus in association with Nature club				
creating awareness about career oriented courses	Collaborated with globally relevant and excellent educational institutions conducted career guidance classes. A Mega Job fair where seventy three reputed companies across India screened about thousand seven hundred fifty youth				
Training Program on Vocational Courses	Second year Commerce students participated in GST practitioner's training program, which will enable them to work as independent GST practitioners				
<a href="#">View File</a>					
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">The Cochin Education Society</td> <td style="text-align: center;">31-Jul-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	The Cochin Education Society	31-Jul-2019
Name of Statutory Body	Meeting Date				
The Cochin Education Society	31-Jul-2019				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes				
Date of Visit	18-Jul-2018				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2018				
Date of Submission	30-Nov-2018				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Following are the modules of MIS currently operational in the institution. 1. SPARK Service and payroll Administrative Repository for Kerala is an integrated personnel payroll and accounts information system. Every employee is allotted with a Permanent Employee Number through the system. It ensures the highest level of transparency and more consistent application of rules. It also ensures that rules and regulations are uniformly applied to all the employees,				

thereby avoiding complaints and achieving better employee relations..

2. GAINPF It is the part of Integrated Financial Mangement System of Government of Kerala. GAINPF is the online provident fund accounting system implemented to enhance transparency and minimize the reconciliation issues. All matters relating to PF account of employees such as enrollment, maintenance of accounts, issuing of credit cards, submission and processing of loans, closure of applications are done through GAINPF.

3. Linways Academic Management System : Linways is a fully hosted cost effective and innovative learning management system which provides centralized and automated administration. It is a nonconventional method which supports collaborative learning, managing attendance and leave, creating and delivering learning materials, generating reports, student notifications etc. The institution effectives uses it for better delivery of curriculum.

4. National Scholarship portal, Minority Welfare Department Portal, Snehapoorvam, Directorate of Collegiate Education Portal for applying for Freeships and Scholarships. They offer a simplified process for the students to apply for various scholarships. They are extremely useful to students as all scholarships information available under one umbrella. These portals also provide an integrated application for all scholarships.

5. Common Admission Portal of MG University for conducting the admission to various programmes of the college in an efficient and transparent manner.

6 Internal Marks Entry Portal of MG University for uploading the marks of continuous internal assessment of students.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Cochin College is affiliated to M.G. University, Kottayam and the curricular aspects of the programmes offered by the college are governed by the mandates of the university. The college maintains a well thought out and time-

tested method of curriculum delivery and implementation which is designed to inculcate academic aspirations and goals in students with an aim to maximize their future employability. The Choice Based Credit System (CBCS) has been successfully implemented in both UG and PG courses. The college website and calendar carry details of the programmes, courses offered, programme outcomes, particulars of internal and external evaluation and e-resources formulated by the faculty. At the beginning of the academic year the academic plan or academic calendar is charted out by the departments and class teachers hand out the time table to the students. The time table is also shared in Linways, the learning management system (LMS) employed by the college. The LMS maintains the academic records of the student and digital learning tools, study materials etc. are shared there. The faculty prepare programme and course outcomes and the delivery of the curriculum is guided by this. A judicious mixture of the traditional lecture mode with hour end discussions along with ICT enabled tools is employed. Google classrooms, interactive videos, animations etc are used.

There is a state of the art smart classroom. The library has a stack of syllabus based books and journals and provides user orientation classes to make students aware of the resources of the library. Students are provided accounts with online databases like N-List and DELNET and sessions on the use of these databases and reference management software like Zotero and Mendeley are arranged. Departments conduct lecture series which give students an orientation to envisage and develop research topics. They also afford final year students an opportunity to interact with experts on their dissertation/project topics. Orientation classes are given by outstanding alumni to inspire and motivate students in their academic pursuits. Students are given practical exposure through field trips, nature camps, industrial visits, visits to research institutes, commercial labs, study tours and internships at various organizations. Question papers of the semester end university examinations are handed out to the students and also are also maintained by the library. A continuous internal evaluation system is set in mode which includes seminars, periodic assignments, viva-voce, group discussions and test papers. Department meetings are held at fixed intervals to assess the academic plan and discuss interim and final results. SSP augments the help extended to students who function below their capabilities and WWS extends the capabilities of high performing students. Departments also employ peer learning and book banks. Hard copies of notes and additional study materials are also shared with students. Mentoring allows teachers to have a thorough understanding of the academic levels and aptitudes of the students. The feedback system from the various stakeholders enable the institution to have an in- depth understanding of the various aspects of curriculum delivery and implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Goods and Services Tax	Nil	11/06/2018	30	Focus on E mployability	Skill Development in improving their problem solving and analytical skills to enhance decision making
Nil	Pathology	04/06/2018	90	Focus on E	

and Clinical  
Diagnosis-  
Advanced  
Diploma(3  
yrs)

employability Microbiology  
laboratory  
skills and  
hands on  
training to  
handle  
clinical  
samples

Quail  
farming and  
Apiculture

Nil

03/09/2018

30

Focus on E  
mployability

Skill  
Development  
in quail  
farming and  
apiculture

Aquarium  
Management

Nil

06/08/2018

30

Focus on E  
mployability

Skill  
Development  
in aquarium  
management

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	No new programs introduced	Nil
No file uploaded.		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics	04/06/2018
BA	English Language and Literature	04/06/2018
BCom	Computer Application - Model II (SF)	04/06/2018
BCom	Finance and Taxation - Model I (SF)	04/06/2018
BCom	Finance and Taxation - Model I	04/06/2018
BCom	Marketing - Model II	04/06/2018
BSc	Botany Model II (Voc. Plant Biotechnology)	04/06/2018
BSc	Chemistry	04/06/2018
BSc	Mathematics Model II (Voc. Computer Science) - SF	04/06/2018
BCA	BCA - (SF)	04/06/2018
BBA	BBA - (SF)	04/06/2018
BSc	Physics	04/06/2018
BSc	Zoology	04/06/2018



MA	English	04/06/2018
MCom	Finance and Taxation	04/06/2018
MSc	Chemistry - (SF)	04/06/2018
MSc	Mathematics -(SF)	04/06/2018
MSc	Physics	04/06/2018
MSc	Zoology - (SF)	04/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	163	7

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Introduction to Research Methodology	05/06/2018	36
Introduction to Taxation	07/06/2018	18
Walk With a Scholar(WWS)	01/08/2018	30
Scholar Support Program(SSP)	13/09/2018	40
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology	31
BSc	Mathematics	30
MSc	Mathematics	14
BBA	Business Administration	31
BA	Economics	57
MCom	Finance and Taxation	18
BCom	Marketing	28
BSc	Chemistry	30
BSc	Botany	22
BCom	Tax (SF)	39
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents

Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

#### Feedback Obtained

The advancement of an institution is premised on an effective feedback system which is accorded due importance. The college has a diligent system of structured feedback collection from all the stakeholders such as students, teachers, parents, alumni and employers. The data is collected, analysed thoroughly by the IQAC and action is taken to rectify perceived lapses and anomalies. Data collection is done electronically as well as through the traditional mode. Opportunities for verbal feedback is afforded through open houses, PTA meetings and alumni meets where the stakeholders air their opinions and positions freely. Concerns of the stakeholders are conveyed to the BOS so that constructive action may be taken in future. Faculty feedback from the students is analysed by the Principal and the HODs and teachers are apprised of student evaluations. Course exit feedback and programme exit feedback are undertaken to have an understanding of the academic capabilities of the students and if the curriculum has satisfied their expectations and further to ensure if the curriculum delivery had been effective. It was found that in the year 2018-19 the majority of the students rated the depth of the course, extent of coverage and time allotted to the course, the syllabus in relation to expected competencies, the rate of division and sequence of units in the syllabus and the adequacy of text books and reference books between "good" and "very good." Teachers rated the first three matrices as "very good," and the fourth and fifth as "excellent." Parents rated the programme their wards were undergoing as "very good," the quality of teaching as "excellent" and the learning outcome of their wards as "very good." Employers either "agreed" or "strongly agreed" that the curriculum imparted knowledge relevant for employability, was effective in developing human values and ethics, and boosted innovative thinking. They also agreed that the syllabus was effective in developing skill oriented human resources. The alumni were consistent in rating the prescribed curriculum, course content delivery, relevance of their degree to their present job and activities organised by the college for their overall development as uniformly "excellent." The feedback collected from the stakeholders for the year 2018-19 is on the whole heartening while the effort of the IQAC is to further the percentage of acute approbation. A self appraisal and PBAS is prepared by each teacher which is aided by peer inputs and inputs by heads of the departments. Certificate courses, diplomas and remedial courses have been charted on the basis of this structured feedback.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics	40	Nill	39
BSc	Chemistry	40	Nill	40
BSc	Zoology	40	Nill	35
BSc	Botany	30	Nill	27
MSc	Physics	15	Nill	15
MSc	Chemistry	26	Nill	26
MSc	Zoology	12	Nill	12

BA	Economics	63	Nil	63
BCom	Finance and Taxation	50	Nil	50
BCom	Marketing	30	Nil	29
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1573	201	46	9	39

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
94	94	19	8	5	16

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is intended to support students to improve their learning skills, motivate them towards their future career development and help them to evolve into confident individuals. Mentors provide guidance, motivation, encouragement and emotional support to nurture students' college aspirations. It helps them to feel connected and also understand the challenges and opportunities present in the college and make possible a smooth transition to life in college. Mentors ensure continuous academic monitoring and students performing poorly in the internal exams are supported and motivated to perform better. All teachers are involved in the process of mentoring. All teachers function as mentors and each mentor has an average of 25 students. Every mentor has the details of their mentees and they are in charge of their students during the complete programme. They provide both professional and personal advice in transitioning into, and out of, graduate school. They give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance professional goals with their personal lives or give emotional encouragement during challenging times. They talk to them, provide them career counseling, personal counseling, support for any kind of difficulty in their curriculum or otherwise and make provision for remedial teaching for them. Students gifted with talents in extra-curricular activities are identified and encouraged to explore their areas of interests for their holistic development. Mentor also contacts and meets parents of her mentees to discuss their progress or any other matter as and when required. The college takes pride in the rapport the students have with their teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1774	94	1:19

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

94	94	Nil	9	25
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. VINEETH KUMAR T. V	Assistant Professor	Reviewer of the International journal of peptide research and therapeutics (Springer)
2018	Dr. VINEETH KUMAR T. V	Assistant Professor	Editorial Panel Member
2019	Dr. VINEETH KUMAR T. V	Assistant Professor	Best Paper Presentation Award
2018	Dr. VINEETH KUMAR T. V	Assistant Professor	Best UG Project Guide- Millennium Zoology
2018	Dr. VINEETH KUMAR T. V	Assistant Professor	Flair -Member - Kerala State Higher education
2018	Dr. MANJU V SUBRAMANIAN	Assistant Professor	Chairing session in seminar
2018	Dr. RAJANI B BHAT	Assistant Professor	Chaired a Session at International Conference at St Teresas College, Ernakulam
2018	Dr. SINDHU K	Associate Professor	Resource person
2019	REETHI P	Assistant Professor	Resource person
2019	SRIVIDYA K. S	Associate Professor	BOS member
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Botany	sixth	22/03/2019	15/05/2021
BSc	Chemistry	sixth	22/03/2019	15/05/2019
BSc	Physics	sixth	22/03/2019	15/05/2019
BSc	Zoology	sixth	22/03/2019	15/05/2019

BA	Economics	sixth	25/03/2019	15/05/2019
BCom	Tax	sixth	25/03/2019	15/05/2019
BCom	Marketing	sixth	25/03/2019	15/05/2019
BCom	Tax (SF)	sixth	25/03/2019	15/05/2019
BCA	computer application	sixth	18/03/2019	15/05/2019
BSc	Mathematics (SF)	sixth	20/03/2019	15/05/2019
<a href="#">View File</a>				

#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous internal evaluation of students is an integral part of the teaching learning process of the institution. After the adoption of CBCS system for both UG and PG programmes in 2009, the college has implemented a number of reforms in the CIE. Internal evaluation reforms are carried out taking into account the requirements in the curriculum. Departmental Orientation: In addition to the communication through website the pattern and importance of CIE are explained in the classrooms by the teachers. The pattern of question papers and the whole criteria of CIE is explained to the students and the parents through a power point presentation at the beginning of the programme. The curriculum demands continuous internal evaluation in four different aspects. Attendance: Monitoring and assessment of attendance of students is done using LMS. Provision for leave, duty leave, etc are incorporated in the system. Monthly reports of attendance are generated and published. Semester wise attendance is used for assigning marks for international assessment. Fully Fledged Examination Office: The College has a fully-fledged examination committee headed by internal committee head chosen and including a representative from all the UG and PG departments of the college. In semester examination: The tentative dates of test papers are planned well in advance by the Examination Committee and College Council. The time table is displayed in the notice boards, are also forwarded to the parents in the WhatsApp group. For Centralised evaluation question papers were set on the same pattern of the end semester exams, reducing the time and no: of questions proportionately. CCTV surveillance in examination halls ensures the utmost transparency. Evaluation: After the conduct of examinations, faculty have to evaluate the answer scripts of the students in one week time along with the comments. The common errors are discussed in the classroom. Any complaints related to the examinations are discussed and clarified in the classrooms itself. Retests are conducted for students who have not attended the internal examination on genuine grounds. Innovations: Apart from this, teachers also do evaluation using Book Review, mini projects, group discussions, field trip, etc. In PG programmes, Open Book Examinations are also conducted for selective courses. Result publishing: The results are published in the department notice boards. Open house meetings are held once the results are published. Parents are briefed about the performance of their wards. Attendance reports are also prepared and presented before the parents. Those who secure good results are appreciated and awarded during the Open house meetings. Corrective measures were suggested for slow and weak performers. Seminar, Assignment, Project: Respective teachers who handle different courses conduct continuous assessment by assessing assignments, presentation of seminars and supervising their project work. Viva: Along with the seminars and projects teachers conduct a discussion with each student to enhance their subject knowledge

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the beginning of the academic year, an academic calendar is prepared by the college council with the help of the university academic calendar and those plans shared by each department of the college. This helps to ensure that the teachers get adequate time for completion of the syllabus and there by helps the students to achieve their goals in an organised manner. The academic calendar is prepared in accordance with the conduct of examinations, the cultural events to be held in the college, and includes the tentative time span of both odd and even semesters. There are also details of mark distribution for External examination and Internal evaluation available in the calendar. The handbook and calendar is distributed to all the students. Schedule of Examinations: The tentative date of internal examinations is given in academic calendar so that the teachers can work accordingly. Council meeting: The principal convenes a meeting with HODs and faculty to discuss the academic calendar prepared and on the matters of how to effectively implement the academic calendar. Course plan: Every faculty will prepare a detailed course plan on how to effectively complete all the modules within the time span given in the academic calendar and it is submitted and filed in each department. Special Classes: In order to adhere with the schedule, faculty have to take special classes to finish the topics if necessary. Assignments and Seminars: Assignments and Seminars are given to the students continuously and well in advance so that they can prepare for the same. The evaluation is also done on a continuous basis. Cocurricular and Extra Curricular Activities and CIE: The college expands the knowledge horizon of the students through cultural activities and academic events like seminars, workshops, study tours, educational visits, field trips, industrial visits etc. These programmes are included in the Academic Calendar in such a way that CIE process is not disrupted. At the end of year, a review meeting is convened by the management, principal and college council and evaluates the results in detail to take effective measures for continuous improvement.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://thecochincollege.edu.in/assets/frontend/igac/AOAR\\_2018-19\\_for\\_website\\_links/Learning%20Outcomes\(2018\).pdf](http://thecochincollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/Learning%20Outcomes(2018).pdf)

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Not provided by the university	BCom	TAXATION	47	46	97.87
Not provided by the university	BBA	BUSINESS ADMINISTRATION	41	17	41
Not provided by the university	BSc	CHEMISTRY	29	22	76
Not	BA	ENGLISH	40	35	87.50

provided by the university					
Not provided by the university	MSc	MATHEMATICS	14	8	57
Not provided by the university	BSc	MATHEMATICS	30	14	47
Not provided by the university	BSc	BOTANY	23	18	78
Not provided by the university	MSc	PHYSICS	15	9	60
Not provided by the university	BSc	PHYSICS	29	24	82.7
Not provided by the university	BSc	ZOOLOGY	27	24	89
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://www.thecoachcollege.edu.in/assets/frontend/igac/AOAR\\_2018-19\\_for\\_website\\_links/Student\\_Satisfaction\\_Survey\(2018\).pdf](https://www.thecoachcollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/Student_Satisfaction_Survey(2018).pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	KSCSTE	1500000	1440000
Minor Projects	365	KSCSTE	240000	120000
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date



An Awareness Session on Personal Safety, Cyber Security and Safety Legislations	Department of English	25/03/2019
Invited Lecture: Electro catalysis and Energy Sources	Physics. Science and Quiz Club	25/03/2019
Discourse on Cinema as an Academic Discipline	English	06/02/2019
Impact on Environmental Health and Animals Due to Lifestyle Choices	English	18/03/2019

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Millennium Zoology UG project Award	Dr Vineeth Kumar T V	Millennium Zoology, St Aloysius College, Elthuruth, Thrissur	04/02/2019	Project Guide Award, Millennium Zoology UG project Award
D D Kosambi Award 2018	Dr. Manju V. Subramanian	Homi Bhabha Center for Science Education, Tata Institute of Fundamental Research	25/07/2018	Cube award for cultivating scientific temper by remodelling the curriculum at the delivery stage
D D Kosambi Award 2018	Dr. Smitha N R	Homi Bhabha Center for Science Education, Tata Institute of Fundamental Research	25/07/2018	Faculty awards (CUBE) Collaboratively Understanding Biology Education
Millennium Zoology UG project Award	Sreelakshmi S	Millennium Zoology, St Aloysius College, Elthuruth, Thrissur	04/02/2019	Millennium Zoology UG project Award
Millennium Zoology UG project Award	Ishrath K I	Millennium Zoology, St Aloysius College, Elthuruth, Thrissur	04/02/2019	Millennium Zoology UG project Award

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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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NIL	NIL	NIL	NIL	NIL	Nil
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Post Graduate and Research Department of Commerce	2

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	1	0
International	Biotechnology	4	4
International	Hindi	1	4

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#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	1
Hindi	1
Malayalam	2
Economics	1
Zoology	1
Commerece	3

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#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Studies on biofilm formation and virulence factors associated with uropathogenic Escherichia coli isolated	Jayesh Kuriakose	Pathophysiology	2018	24001	School of Biosciences, Mahatma Gandhi University, Puriyadarshini Hills, Kottayam, Kerala, India	7

from patient with acute pyelonephritis						
Terminalia bellirica (Gaertn.) Roxb fruit exerts anti-inflammatory effect via regulating arachidonic acid pathway and pro-inflammatory cytokines in lipopolysaccharide-induced RAW 264.7 macrophages	Jayesh Kuriakose	Inflammo pharmacology	2018	22411	School of Biosciences, Mahatma Gandhi University, P riyardarshini Hills, Kottayam, Kerala, India	5
BIOASSAY GUIDED FRACTIONATION AND QUANTIFICATION OF TOTAL PHENOLS FROM THE AQUEOUS ACETONE ROOT BARK EXTRACT OF CLERODENDRUM INFORTUNATUM L.	Jayesh Kuriakose	International Journal of Pharmacy and Biological Sciences	2018	Nil	School of Biosciences, Mahatma Gandhi University, P riyardarshini Hills, Kottayam, Kerala, India	Nil
Protective effect of Rotula aquatica Lour against gentamicin induced oxidative stress and nephrotoxicity in Wistar rats	Jayesh Kuriakose	Biomedicine Pharmacy	2018	28620	School of Biosciences, Mahatma Gandhi University, P riyardarshini Hills, Kottayam, Kerala, India	19

## 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Protective effect of <i>Rotula aquatica</i> Lour against gentamicin induced oxidative stress and nephrotoxicity in Wistar rats	Jayesh Kuriakose	Biomedicine Pharmacotherapy	2018	7	19	School of Biosciences, Mahatma Gandhi University, Puriyadarshini Hills, Kottayam, Kerala, India
BIOASSAY GUIDED FRACTIONATION AND QUANTIFICATION OF TOTAL PHENOLS FROM THE AQUEOUS ACETONE ROOT BARK EXTRACT OF <i>CLERODENDRUM INFORTUNATUM</i> L.	Jayesh Kuriakose	International Journal of Pharmacy and Biological Sciences	2018	7	Nil	School of Biosciences, Mahatma Gandhi University, Puriyadarshini Hills, Kottayam, Kerala, India
<i>Terminalia bellirica</i> (Gaertn.) Roxb fruit exerts anti-inflammatory effect via regulating arachidonic acid pathway and pro-inflammatory cytokines in lipopolysaccharide-induced RAW 264.7	Jayesh Kuriakose	Inflammopharmacology	2018	7	5	School of Biosciences, Mahatma Gandhi University, Puriyadarshini Hills, Kottayam, Kerala, India

macrophages						
Studies on biofilm formation and virulence factors associated with uropathogenic Escherichia coli isolated from patient with acute pyelonephritis	Jayesh Kuriakose	Pathophysiology	2018	7	7	School of Biosciences, Mahatma Gandhi University, Puriyadarshini Hills, Kottayam, Kerala, India
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	12	22	4	3
<a href="#">View File</a>				

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Community based Solid and Bio Waste Management Project through re-cycling and up cycling in an adopted ward of Corporation of Kochi.	Zoology Department/Kochi corporation, plan@earth and KSCSTE trivandrum	3	90
Science Popularization Programme	Nature Club and Green Protocol/Zoology Dept. /KSCSTE	3	90
World Environment Day	NSS Unit/World Environment Day with Taluk Legal Services Committee	2	82
Beach Cleaning	NSS Unit/Cochin College Alumni	6	64
Aids Awareness Day	NSS Unit/Taluk Hospital Fort Kochi	2	26

Workshop on Upcycling of plastic and cloths for Kudumbasree workers of 7th ward	Zoology Department and Nature Club/Plan@earth, NGO, Kochi and KSCSTE trivandrum/	7	150
Exhibition of Upcycled products for 7th ward members	Zoology Department Nature Club/Plan@earth, NGO, Kochi and KSCSTE, Trivandrum	7	150
Blood Donation Camp	NSS Unit/HDFC , IMA and College Union	2	120
Fort Kochi Beach Cleaning Drive	NSS Unit/Sub-Collectors office	4	30
Palliative Care Day	NSS Unit/Taluk Hospital, Fort Kochi	4	25
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blind Empowerment	Platinum Zone Award	Indian Association for the Blind	10
Rebuilding of flood affected areas	Letter of appreciation	Chellanam Panchayat	40
Blood donation	Letter of appreciation	IMA	20
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS Unit	Zero project against plastic pollution	8	130
Flood relief	NSS Unit	Flood relief distribution	2	120
Swachh Bharat	NSS Unit	Distributing waste disposal units	2	20
Swachh Bharat	NSS Unit	Fort Kochi Beach Cleaning	4	30
Aids	NSS Unit	Aids	2	26

Awareness		Awareness Day		
Swachh Bharat	NSS Unit	World Environment Day	4	56
Swachh Bharat	NSS Unit	Fort Kochi Beach Cleaning	6	64
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student exchange	Ms MEGHA BABU	Self	162
Collaborative activities	Dr Manju V Subramanian	KSCSTE-SPP	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
On the Job training	On the Job Training	Milma, Ernakulam Dairy, Thripunithura Kay Kay Exports(seafood Exporting), KannamalyCoofresh(Mushroom Production), EramallorThe Manjoor Ksheera Vyavasaya Sahakarana Sangham (Milk Quality Control), Kuruppanthara, Kottayam SLS Exports Pvt. Ltd. (S	22/04/2019	06/05/2019	27
Main project	Project	LCC	01/11/2018	31/03/2019	36
INSTITUTE	PROJECT	LCC, EXPLORIC	01/11/2018	31/03/2019	30

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Cooperation of Kochi - Ward 7	15/06/2018	Waste Management in Ward 7, awareness etc	90
FINMARK TRAINERS INDIA Pvt. Ltd	10/11/2018	Providing Financial Education training to the students including placement assistance.	70

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#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.58	1.58

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Newly Added
Others	Newly Added
Others	Newly Added

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##### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	5.7	2013

KOHA	Partially	5.7	2013
KOHA	Partially	Ubuntu version-18.04, Mysql-5.7	2013

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	35869	Nil	136	Nil	36005	Nil
Digital Database	2	19470	Nil	Nil	2	19470
Digital Database	2	19470	Nil	Nil	2	19470

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.Manjusha M V	Crystal structure	Linways	24/01/2019
Dr. Manjusha M V	Electronics	Linways	18/12/2018
Dr. lakshmisree R	Departmental Accounting	Linways	22/08/2018
Dr Manju V Subramanian	Module IV- Phylum Echinodermata	Google Classroom	12/04/2019
Paulbert Thomas	Basic Electronics	Linways LMS	17/08/2018
Dr Rajani B Bhat	Income Tax Assessment and Planning , goods and Services Tax Act	You Tube and Powerpoint	04/04/2019
Paulbert Thomas	Amplifiers, Oscillators and Power Electronics	Linways LMS	25/11/2019
Dr.Rekha P.G	Issue of Shares(Corporate Accounting)	LINWAYS	17/08/2018
Dr. Haripriya B B	Marketing Management and Banking	Linways	24/08/2018
Dr Rajani B Bhat	Income Tax	LMS Linways	24/08/2018

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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others
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								GBPS)	
Existing	129	1	1	1	1	10	8	100	0
Added	0	0	0	0	0	0	0	12	0
Total	129	1	1	1	1	10	8	112	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

12 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
EdSpace Creative Lab	<a href="http://thecochincollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/E-content_development_facility(2018).pdf">http://thecochincollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/E-content_development_facility(2018).pdf</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1	1	28.28	28.28

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical academic and support facilities including laboratories, library and computers are made available for the students with constant monitoring of their usage. Those students who seek admission to courses which include laboratory curriculum are charged laboratory fee at the time of the admission as suggested by the government. The classrooms and furniture are utilized regularly by the students but sometimes it is also made available for governmental and the non-governmental organizations such as UPSC, CBSE, ICWA, IBPS, IGNOU for conducting various exams. The maintenance and the cleaning of the classrooms and the laboratories are done through hiring services. The college garden is maintained by the gardener appointed by the institution. The college has 178 computers with internet connections and various utility softwares are installed in office, laboratories, library, departments. The maintenance of computers is outsourced to an external agency. The ICT Smart Class Rooms and the related systems are maintained with AMC of the corresponding service provider. Electrical and the plumbing related maintenance is done with the help of local skilled persons and the expenditure is met from a budget that the college has accumulated from different sources. Access to library is allowed against the remittance of a nominal amount as caution deposit. The college management maintains a budget which caters to the maintenance costs of the library. Sports facilities such as football ground, basket ball court, volleyball court and cricket ground are maintained by the management. In the year 2018-19, a new football ground was inaugurated amidst huge cheers from the students. The institution has consistently adopted a proactive policy in creating an environment conducive to effective teaching and learning. The creation and enhancement of academic and supportive infrastructure is brought about through the committed efforts of institutional

bodies like the IQAC and the College Council in conjunction with the management. There is an Infrastructure Committee headed by a senior educator to assess and propose infrastructural needs to the management. The head of each department advises the Principal about the requirement of the department. Common requirements are discussed in the College Council. The IQAC also gives its recommendations to the Principal and Management for improving the physical facilities for effective teaching and learning on the basis of the action plan chalked out at the beginning of the year towards quality enhancement. The Management executes the infrastructural improvement on a priority basis and oversees the implementation process.

[http://thecoachcollege.edu.in/assets/frontend/iqac/AQAR\\_2018-19\\_for\\_website\\_links/Procedures\\_and\\_policies\\_for\\_maintaining\\_and\\_utilizing\\_physical\\_academic\\_and\\_support\\_facilities\(2018\).pdf](http://thecoachcollege.edu.in/assets/frontend/iqac/AQAR_2018-19_for_website_links/Procedures_and_policies_for_maintaining_and_utilizing_physical_academic_and_support_facilities(2018).pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarships provided by retired faculty of the institution	43	18000
Financial Support from Other Sources			
a) National	Government freeships and stypend for SC/ST/OEC/OBC/OBC(H)/General	762	6447017
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skill Development Program (Walk With the Scholar)	01/08/2018	30	Department of Higher Education, Government of Kerala
Yoga Workshop	21/06/2018	90	Siddhayogi Brahma Prakash Yoga Centre
Remedial Coaching (Student Support Program)	13/09/2018	40	New Initiatives in Higher Education, Department of Higher Education, Government of Kerala
Mentoring (Walk with the Scholar, Govt of Kerala)	01/08/2018	30	Department of Higher Education, Government of Kerala

Preparation of manuscript Magazine- to explore their literary talents	10/07/2018	100	Dr Manju V Subramanian, Department of Zoology, The Cochin college, 94953 36605
Science File - compiled newspaper cuttings related to science	10/07/2018	100	Dr Manju V Subramanian, Department of Zoology, The Cochin College, 94953 36605
Papyrus The Paper Crafters	18/12/2018	25	SEA and Science and Quiz club, The Cochin College, Cochin 682002
Hands-on workshop on Upcycling of plastics and cloths	25/06/2018	75	Plan@earth, NGO, Kochi - 9846144806
Hand Embroidery Workshop	29/03/2019	30	Resource Person :Mrs Juwariya P Y
Soft Skill Development Programme	18/10/2018	60	Sri.Benny Mathew Dy Chief ,University Employment Information and Guidance Bureau CUSAT
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Orientation on Bank/ Government Job Opportunities -TIME Institute	40	Nill	Nill	Nill
2018	Orientation on Bank/ Government Job Opportunities	30	Nill	Nill	Nill
2018	Orientation on	40	Nill	Nill	Nill

	competetive exams after UG in Life Sciences				
2019	Career awareness session for BSc final Students.	Nill	30	Nill	Nill
2019	Orientation Class on Career Oppor tunities in Chemistry	Nill	40	Nill	Nill
2019	Orientation on career op portunities in Life sciences	Nill	40	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
73 companies	450	50	HP GREEN R D CENTRE BENGALURU, phone- 080-2807 8535, CSIR CLRI - CENTRAL LEATHER RESEARCH INSTITUTE, ADYAR, CHENNAI, FUMIGATION SERVICES PVT LTD, MALABAR SPECIAL POLICE (MSP),	4	4

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## 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	BCom	Commerce	CA	CA Interns
2018	1	BCom	Commerce	Aquinas College, Edakochi	MCom
2018	1	BA English	English	The Cochin College, Cochin	MA English
2018	6	BSc. Zoology	Zoology	The Cochin College, Cochin	MSc Zoology
2018	1	BSc Zoology	English	The Cochin College, Cochin	MA English
2018	1	BSc Zoology	Zoology	Kerala University of Fisheries	MSc. Marine Biology
2018	1	BSc Zoology	Zoology	Rajagiri College of Social Science	MSc in Disaster Management
2018	1	BSc Botany	Botany	MES college, Maramapally, Aluva	MSc Microbiology
2018	1	BSc Botany	Botany	ST. Thomas College, Pala	MSc Botany
2018	1	BSc Botany	Botany	SN College, Kollam	MSc Biotechnology

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## 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
GATE	1
Any Other	1

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## 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
----------	-------	------------------------

Farewell Program	Department	100
Poster Designing Competition	Intercollegiate	5
Interschool Quiz competition	Interschool	24
Thematic Demonstartion	Intercollegiate	5
Elocution Competition	Intercollegiate	10
Exhibition	Institute	150
Poster Designing Competition	Institute	10
Elocution competition	Institute	10
Essay Competition	Institute	10
Essay writing competition	Intercollegiate	10
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Mathematics Techer Competition	National	Nil	1	Nil	Jewel Jochan
2019	Dissection competition	National	Nil	1	Nil	Anupriya V L
2018	Best Manager contest	National	Nil	1	Nil	Shanaz Naushad
2018	Radio talk	National	Nil	1	Nil	Saffana K S
2018	Treasure Hunt	National	Nil	1	Nil	Group
2018	Group Music	National	Nil	1	Nil	Group
2018	Power lifting	National	1	Nil	Nil	Farooque Mohammad K I
2018	Power lifting 83 Kg,	National	1	Nil	Nil	Farooque Mohammad K I
2018	Poster painting , vigilance awarness	National	Nil	1	Nil	Raiza P M

	week					
2018	Caption writing, zoofest	National	Nil	1	Nil	Rathul Ramesh
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Cochin College has a very organized and democratically elected Student Union. The students have elected their bearers comprising Chairperson, Vice-Chairperson, General Secretary, University Union Council Members-2, Arts Club Secretary, Magazine Editor, Lady Representatives and Representatives from each batch. The Union is guided by the Staff Advisor- a teacher representative and a Staff Editor for College Magazine. The Union takes the responsibility of extracurricular activities both arts and sports. The student representatives actively join the College Council, which is met regularly and become part of discussions for the welfare of student community. They also participate in other administrative bodies like PTA and IQAC. The suggestions from students are considered and decisions are made democratically. The student representation is in various committees like: IQAC, Anti - Ragging Committee, Grievance Committee, Anti- Narcotics Committee Livin Augustine, M.Sc. Physics, Rinu Shaji M. Com were the student representatives in the IQAC. Students actively participated in various Department Associations. Student Protection Group, Library Committee. Students participates in the activities of The Career Guidance cell, and conducted a Campus Drive on 8 October 2018 and An Investment Awareness Programme on 8 August 2018 Students actively participated in the Film club of The Cochin College. Aman Askar, Sreeyesh S, Riya, Nourin Shukkoor, Kiran Kishore Joyal, Aromal , Jawad Ali Akhil, Surabhi, Devi Priyadarshini, Fouziya, Rahul, Sahal and Zuhair were the student representatives in the committee. Students participated in activities like Auditions for Auditions for female lead (19-07-2018), VFX Class (12-11-2018), Film Festival (21-23 February 2019) by M.G University. They also participated in movie screening by M.G university. The following students were the members of Electoral Literacy Club. Lia george members Sreeja S. Rishikesh R. Salini vs Arjun j Jumanath Dilshsha navas Soumya ks Kripa k Devi priyadarshini Rishikesh R Vishnu priya Athul MR Pradhama s bhatt Steve Sebastian Nishana Fousiya ms. Electoral literacy club in association with Cochin college alumni association and electoral wing, Kochi taluk conducted a programme named SVEEP (systematic voters' education and electoral participation) for creating an awareness about importance of parliamentary democracy and students actively participated in the program. The students participated in various activities of Science and Quiz Club including National Science Day Celebration, Quiz Programs etc. Sachin (B.Sc Physics ), Anjana N.V(B.Sc Physics), Ekalavyan(M.Sc Physics) were the student representations in the executive committee of the club and other students of the college as members. Students actively participated in activities of Student Empowerment and Awareness committee of the college with Aneetta Varkey, Lia George Keeners, Adithya Arun as the student coordinators. Students from various departments participated in the Papyrus 2019- The Paper Crafters: a workshop for training students to make articles from paper and wool.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Cochin College Alumni association is an active organization which include more than 3000 members from different walks of life. It has branches in many Gulf countries and United States. The Cochin College hosts two Alumni



gatherings every year providing a common platform for the former students, former faculty of the college, and the present faculty to interact. The alumni and former faculty are invited to every major programme of the college. The Alumni association sponsors cash prizes to successful graduate students in order to motivate the upcoming students. More over our alumni association provides job opportunities to deserving students through references of professionals after completing the course and also provide financial aid to the needy students of the college.

5.4.2 – No. of enrolled Alumni:

3000

5.4.3 – Alumni contribution during the year (in Rupees) :

50000

5.4.4 – Meetings/activities organized by Alumni Association :

The Cochin College Alumni association is an active organization which include more than 3000 members from different walks of life. It has branches in many Gulf countries and United States. The Cochin College hosts two Alumni gatherings every year providing a common platform for the former students, former faculty of the college, and the present faculty to interact. The alumni and former faculty are invited to every major programme of the college. The Alumni association sponsors cash prizes to successful graduate students in order to motivate the upcoming students. More over our alumni association provides job opportunities to deserving students through references of professionals after completing the course and also provide financial aid to the needy students of the college. The alumni association has received official registration under the Travancore Cochin Cultural, Literacy, Scientific and Charitable societies Act 1955 (EKM/TC/324/2018) on 4th July 2018. The activities of the Cochin College Alumni Association are the following. • The Cochin College Alumni Association conduct Beach cleaning every year at FortKochi beach. This year's beach cleaning was on 12/8/2018. • 'Litmus 7' Fort Kochi Heritage Run was organized by the Cochin College Alumni Association on 16/12/2018. • Annual Meeting of The Cochin College Alumni Association was celebrated on 15/8/2018 at the Cochin College. • General body meeting of The Cochin College Alumni Association was held at the Seminar hall of the Cochin College on 3/3/2019. Elections were also held under the supervision of M C Dileep Kumar, Former V C of Sanskrit University. Kalady. • 'Crew Run' was organized by the Cochin College Alumni Association for the volunteers of 'Litmus 7' Fort Kochi Heritage Run on 14th April 2019.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Cochin College is the first PPP model (Public-Private Participation) institution designed and established in the state. The institution was conceived in July 15, 1967 in response to the indubitable need of higher education in Western Kochi and is the result of the efforts of the public at large. The college is sponsored by the Cochin Education Society which was founded as a result of the joint efforts of Indian Chamber of Commerce and the former Mattancherry Municipal Council. The institution has constituted a well-organized administrative system. The governance of the college believes in shared responsibilities. The Management Committee of the Institution is elected in a democratic manner in the annual AGM and the Kochi Corporation Mayor and Deputy Mayor are Ex-Officio members of the Management Committee. All the



developmental projects and decisions are taken up in consultation with the College Council, the Academic Council, the IQAC and the student representatives. Functional Autonomy is granted to all the departments and units in the college. Management supports an inclusive and participative culture and hence encourages the involvement of stakeholders at various levels of managerial activities such as setting of goals, analysis of problems, development of strategies and implementation of solution. The Manager conducts meetings with the Principal, IQAC members and convenors of various committees to discuss various matters of the institution. The consultations are also carried out with alumni and PTA which ensures that the leadership is in constant interaction with the stakeholders. This promotes a sense of goodwill and unity among the different units of administration which in turn ensures the efficient functioning and growth of the institution. The following are the areas in which decision making and implementation powers are delegated to stakeholders: Ad hoc faculty recruitment: Head of the Departments are given the freedom of decision making with regard to the selection of ad hoc faculty as and when the vacancy arises. Functional autonomy in spending financial resources: Stakeholders such as PTA, various committees in the institution have been given autonomy in deciding their activities and spending funds judiciously. Conduct and Management of student activities: The Principal in consultation with the College Council takes decision regarding all matters related to daily administration and students. Infrastructure planning: Infrastructure needs of the institution are assessed by the infrastructure committee led by a senior faculty member. The committee intimates the same to the management and follows up the progress of infrastructure development. Strategizing and implementation of various projects: Planning and implementation of various activities and projects of the institution such as society linkage, extension programmes and submission of research proposals are made by respective committees independently. Cells and committees functioning in the institution to implement various activities which are part of the strategic plan are- • College Management • IQAC • College Council • Grievance Redressal Cell for students • Purchase Committee • Library Committee • Career Guidance and Placement Cell • Research Committee • Planning Forum • Infrastructure Committee • Women's Guidance Cell • Mentoring Committee • Anti Ragging Committee

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	The learning is made more student centric by stressing on the needs and demands of the students. The students are assigned with seminars and presentation of the synopsis in order to improve their overall development.
Curriculum Development	The college offers plethora of opportunities for the students for their academic improvement. The final year Under graduate and post graduate students are given chances to attend various seminars and conferences conducted by the college as well as other colleges. They are provided with

excellent exposure towards the contemporary and other academic related activities.

Examination and Evaluation

Centralised Internal examinations are held as per the academic timetable for the benefit of the students. This is strictly followed by the conduct of open house where parents interact with the teaches and discuss the performance of the wards.

Research and Development

The college has two research departments under Commerce and Physics. These departments conduct classes regularly on research methodology, data analysis, plagiarism, references etc for the scholars as well as post graduate students. During the conduct of coursework, the scholars are given sessions on their academic curriculum.

Library, ICT and Physical Infrastructure / Instrumentation

The institution has virtual classroom facility installed with the support of Kerala State Higher Education Council. Post-graduate Departments are provided with smart class rooms. Departments have LCD projectors, computers, laptops, electronic writing boards and internet facility. The Department of English has audio-visual room with licensed Windows 7 software. The library has digital facilities, and offers internet facility for students. Adequate laboratory spaces are provided equipped with advanced instruments, needed for successful completion of the curriculum. The institution has a language lab to supplement classroom teaching of English language.

Industry Interaction / Collaboration

There are linkages and MoUs signed by various departments of the college with other institutions where by the students are provided with an opportunity to undertake project internships in their organisations. Other MoUs provide job oriented vocational training to the students enabling them to take up jobs as soon as they complete their courses.

Admission of Students

The undergraduate and post graduate admissions are handled as a centralised admission procedure by the Mahatma Gandhi University portal. The dates for the admission for all the courses are advertised by the University by communicating through the website. The college strictly adheres to the rules

	and norms of the University for the same.
Human Resource Management	The Career Guidance and Placement Cell of the college is very active in bringing in various job opportunities fro the students. The cell regularly arranges for the sessions by various resource persons and institutions fro creating awareness amongst the students on further courses as well as job prospects. During the year 2018-19 , a job fair was conducted by the cell where in around 73 companies are appeared at the venue. Approximately 1700 students had registered for the same.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	The college office maintains all accounts for the purposes of salary and other emoluments through the State Government insisted software by the name SPARK. The details regarding joining of the employment of staff of the collegeg, their service records and all other matters related there to are managed through this system.
Finance and Accounts	The college office maintains all accounts for the purposes of salary and other emoluments through the State Government insisted software by the name SPARK. The details regarding joining of the employment of staff of the collegeg, their service records and all other matters related there to are managed through this system. The college management is fully automated where by all instructions and communications are through the internally maintained system.
Student Admission and Support	The admissions for UG and PG courses are done through CAP ( Centralised Admission Process) under the instructions of M G University. The college maintains a MIS system by the name LINWAYS. The monitoring of attendance and internal evaluation of assignments etc are made effective through this system.
Examination	The MIS of the college supports the conduct of examinations online. The assignments and other practical questions are send to students online and they are asked to submit it through online.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	International talk on Enzymes on DNA Synthesis	Nil	18/12/2018	18/12/2018	30	Nil
2018	International Talk Electrocatalyses and Energy Sources	Nil	25/03/2019	25/03/2019	30	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Winter School at CMFRI, Cochin (Refresher Course)	1	01/12/2018	21/12/2018	21
FDP at IIT madras	1	16/01/2019	25/01/2019	10
Climate change impacts and resilience options for Indian Marine Fisheries	1	08/11/2018	29/11/2018	21
Faculty	3	06/05/2019	10/05/2019	5

development Programme in Science (Philosophy of Science)				
Orientation Programme	1	27/02/2019	26/03/2019	28
UGC Sponsored Orientation Program	1	10/10/2018	06/11/2018	28
Refresher course in English	1	04/12/2018	24/12/2018	21
Training programme on Academic Leadership	1	09/04/2019	12/04/2019	4
FDP in Cultural Studies	1	07/05/2019	11/05/2019	5
Faculty Development Programme in Science	1	06/05/2019	10/05/2019	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
94	94	27	27

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Secretary Cochin college Co operative credit society A registered Staff Cooperative Credit Society is functioning in the college for meeting the financial needs of both the teaching and non-teaching staff. The society provides education loan consumer loan and personal loan at affordable rates of interest to its members. It also offers facilities for recurring deposit, fixed deposit and voluntary saving scheme. The various welfare</p>	<p>A registered Staff Cooperative Credit Society is functioning in the college for meeting the financial needs of both the teaching and non-teaching staff. The society provides education loan consumer loan and personal loan at affordable rates of interest to its members. It also offers facilities for recurring deposit, fixed deposit and voluntary saving scheme. The various welfare schemes for the staff of the institution includes Employees Provident Fund</p>	<p>Students are facilitated with infrastructure and an eco friendly campus. Student Union is elected every year for the benefit of students. The College Library has books to enhance the reading capacity of students and to open a wide world of literature. There are several books for academic references and competitive exams. Scholar Support Programme and Walk with the Scholar programmes help students to enhance their academics. Add on</p>

schemes for the staff of the institution includes Employees Provident Fund scheme, Group Insurance y, State Life Insurance Scheme, Maternity leave, paternity leave, leave for faculty development programme etc A teachers fraternity called Teachers Club is functioning in the college. Teachers club conducts community lunch, retirement party and teachers tours annually. It also conducts programs to felicitate teachers on the occasion of thier marriage and achievements such as award of Ph.D. etc

scheme, Group Insurance y, State Life Insurance Scheme, Maternity leave, paternity leave, leave for faculty development programme etc A staff recreation club is functioning in the college for fostering harmony and cooperation among the staff. It organises functions for celebrating occasions such as Onam, Christmas etc. Community lunch is also being arranged regularly by the club. Club also promotes cultural activities among the staff.

Courses , Value Added Courses , Bridge Courses and Remedial programmes are provided by various departments. Different Clubs are formed and multiple activities are conducted. Counselling classes for Girls are conducted regularly by WGC. NSS binds students with society and tries to evolve them as morally responsible citizens. Placement cell and Grievance cell also functions efficiently in the institution. Extension activities by different departments help students to interact with local people of the nearby places. Students visit orphanages and schools to interact with children. Cultural programmes, Film Festivals, Craft classes and exhibition by students help the students to excel in extra curricular activities. The college canteen provides food to all and it helps those students who come from distant places. A department store is in the college, which provides immediate needs for students. There is a girls retiring room and incinerators are installed to dispose sanitary napkins. Water purifier is installed in all floors to provide drinking water for students. Wi-fi is provided in the institution. Computer centre is there to help the students with DTP work. Students participates in various sports activities. The college has basket ball court, football court and

cricket court for practice sessions.

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has an efficient and transparent mechanism for management of the financial resources. Annual internal audit of all funds utilized each year is done by the institution. The External audit of the funds from the Government is done by a Government auditor appointed by the Department of Collegiate Education and Accountant Generals Office. The funds received from the UGC are properly utilized and utilization certificate along with the audited accounts prepared by a Chartered Accountant are sent to the UGC. There are no major audit objections. Minor suggestions were complied with. Management carries out an internal audit for the funds other than UGC and State Government funds.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Not Applicable	0	Not Applicable
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6.4.3 – Total corpus fund generated

0

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	Cochin Education Society
Administrative	No	Null	Yes	Cochin Education Society

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The Parent Teacher Association of The Cochin College has been playing a pivotal role in implementing a multitude of activities for the progress of the institution and the student community. 1.The PTA has been enthusiastically participating in the Discipline maintainance squad of the campus. 2. They are actively involved in ensuring renovation and repair of the infrastructure facilities like the toilets, class rooms etc. 3. They provide support to the students by providing financial aid for the MG University Arts Festival. 4.They have made contributions to meet the Pre-NAAC preparation expenses. 5. The college libray was able to procure various periodicals and newspapers using the generous contributions made by the PTA. 6.The publication of the college news letter Cochin College Chronicle is done with the financial support by PTA.

6.5.3 – Development programmes for support staff (at least three)

1.Employees Co - operative Credit Society Members can avail advances in the form of short term and long term loans. An annual general body meeting of the members of the Society is conducted to intimate the progress of the Society.



Wards of the members are felicitated and given merit awards for their performance in examination. 2. Cooperative Store A store inside the college campus serves the primary needs of the staff and the students by providing them the items needed during the college hours. 3. As part of the Womens Day celebrations, our students honoured and gifted sarees for the cleaning and maintenance staff, an all ladies team, for all the sweeping, mopping and deep cleaning that many hardly notice or usually take for granted. 4. Rakhi M R and Ebin TB laboratory Staff, Dept of zoology attended work shop on Laboratory safety and first aid 5. Ebin T B, laboratory staff , Dept of Zoology, Attended Science Camp ( Nature Camp)

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Extension activities for the benefit of people in the vicinity of the college - Solar Survey project to be implemented in the year 2019-2020 and to make the outreach of Green Protocol project more extensive. 2. To provide more of Add on and bridge courses to the students in the year 2019-2020. 3. To increase the number of training programmes , capability enhancement programmes, vocational and job oriented sessions for the students and community people. 4. Program outcome, program specific outcome and course outcome were communicated to students more effectively. 5. Entry level tests for first year students were conducted to identify slow learners and advanced learners and to offer targetted assistance. 6. Faculty members were given training to develop e learning resources and encouraged them to produce e content. 7. Football ground of the the college was renovated.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Registered under Young Investors Programme	05/01/2019	04/02/2019	04/02/2019	2
2019	Awareness Class on Road Safety	05/01/2019	07/02/2019	07/02/2019	50
2018	Investment Awareness Programme	26/09/2018	08/10/2018	08/10/2018	46
2018	Workshop on Paper craft- PAPHYRUS 2018	26/09/2018	18/12/2018	18/12/2018	30
2019	Workshop on Advanced Python Programming	05/01/2019	28/02/2019	28/02/2019	30
2018	Science Po	10/06/2018	25/06/2018	25/06/2018	60



	pularization Program- Biomag 2018				
2018	Soft skill Development Program 5,6 july	10/06/2018	05/07/2018	06/07/2018	50
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Campus placement drive	08/10/2018	08/10/2018	100	51
Yoga training	21/06/2018	21/06/2018	20	18
Special camp	21/12/2018	27/12/2018	18	15
Library Orientation	01/10/2018	05/10/2018	187	120
Awareness Class on Personal Safety, Cyber Security and Safety Legislations	25/03/2019	25/03/2019	50	30
Soft skill Training in Computer Application	20/02/2019	20/02/2019	14	30
Orientation Class for III B.Sc. Chemistry	15/02/2019	15/02/2019	27	7
Workshop "Be an Entrepreneur"	18/01/2019	18/01/2019	40	30
Science Popularization Programme	25/06/2018	25/06/2018	25	10
Awareness Class on Robotics and Emerging Career Opportunity	13/09/2019	13/09/2019	23	20
Union Inauguration	28/09/2018	28/09/2018	500	300
Arts Festival	08/11/2018	09/11/2018	400	250

Film Workshop	15/11/2018	15/11/2018	16	28
Beach cleaning	09/12/2018	09/12/2018	8	16
Youth Festival	13/02/2019	14/02/2019	450	340
M.G.University Film festival	20/02/2019	20/02/2019	30	56
Investment Awareness Programme	08/08/2018	08/08/2018	26	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Percentage of power requirement of the college met by the renewable energy sources 2.35

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	8
Ramp/Rails	Yes	8
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	07/02/2019	7	Observation of Road Safety Week	Limited awareness on obeying traffic rules and regulations.	166
2019	Nil	1	01/02/2019	1	Exhibition of the film Samaksham	Low level of awareness on various aspects of organic	152

						farming. Limited understanding in the society about economic and environmental instability of farmers.	
2019	1	Nil	19/01/2019	1	Job Fair	Lack of opportunity for the youth in West Kochi to avail placement offers	56
2019	1	1	06/02/2019	1	BIOMAG 2018	Insufficient facilities in the area for plastic waste management. Lack of awareness on plastic waste management.	26
2018	1	1	10/11/2018	365	Awareness on Municipal Solid Waste Management	Flaws in solid Waste Management in the area. Lack of proper awareness on the importance of solid waste management.	35
2018	1	1	04/06/2018	365	Students Project on local environmental issues	High level of pollution. Increased pest and mosquito	18

						populations.	
2018	Nil	1	03/01/2019	1	Visit to old age home	Old age related problems such as loneliness, agony, pain and depression while living away from their dear ones. Low level of empathy and concern in young youth towards old people.	29
2018	Nil	1	25/06/2018	1	Workshop on upcycling of plastics and cloths	Problem of solid waste disposal and management. Low level of awareness on various aspects of solid waste management.	123
2018	Nil	1	25/06/2018	1	Exhibition of upcycled products	Lack of awareness and understanding on creative reuse of solid wastes, especially plastic wastes.	127

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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<p>Student Handbook and Calendar</p>	<p>01/06/2018</p>	<p>To acquaint the students with the official policies of the college, its student support resources, code of conduct and course descriptions, a handbook is provided to each student who takes admission in the college. The student handbook is a comprehensive compilation that addresses academic and administrative guidelines, the vision and mission of the college, the rights and responsibilities of the students and the services offered in inculcating the values of self-discipline, tolerance, nationalistic feeling and acquiring knowledge, technological proficiency and skills. The handbook also furnishes details of important dates of the academic year, fee structure and university rules and regulations. It provides an outline of the agenda of various clubs and committees and off-campus activities that impart holistic development of the youth.</p>
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<p>Invited talk on "Beat Plastic pollution" and a workshop on upcycling plastic bags</p>	<p>25/06/2018</p>	<p>25/06/2018</p>	<p>150</p>
<p>As part of Ozone Day, invited lecture by Dr.Grinson George, Senior Scientist, CMFRI, Kochi</p>	<p>18/09/2018</p>	<p>18/09/2018</p>	<p>178</p>
<p>An Invited Lecture on 'Tiger Conservation in Kerala' by Manu</p>	<p>29/07/2018</p>	<p>29/07/2018</p>	<p>34</p>

Sathyan, Asst. Conservator of Forest, Social forestry, Ernakulam Division.			
Energy Conservation Awareness Campaign.	14/12/2018	14/12/2018	14
N.S.S.Volunteers visited St. Joseph's old Age Home.	23/11/2018	23/11/2018	54
Blood Donation Camp in college by NSS.	07/12/2018	07/12/2018	120
Observed Palliative Care Day along with palliative care patients at Taluk Hospital, Fort Kochi.	15/01/2019	15/01/2019	25
N S S seven day special camp with the mission of helping in the rebuilding of flood affected areas.	21/12/2018	27/12/2018	80
Electoral Literacy Club conducted a programme SVEEP( Systematic Voters Education and Electoral Participation) on the importance of parliamentary democracy.	22/03/2019	22/03/2019	17
Poster designing and placard displaying on adverse effects of narcotics on International Day against Drug Abuse	26/06/2018	26/06/2018	15
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Papyrus -2018 :- The Student Empowerment and Awareness (SEA) wing of Science and Quiz Club organized a workshop on 18.12.2018 for training students to make articles from paper and wool. Paper shopping bags, file folders, keychains, etc. made by the students were put for sale and the fund raised was used for charity. The programme enabled the participants to improve their artistic

skills and empowered them to train other students and people around them.

**Green protocol committee :-** Green protocol committee was established. The recommendations of the committee were put up at the college entrance and in all departments, library and college office. Each department was provided with a green certificate and carbon credit. Supporting staff in the college were trained to collect and sort plastic waste separately. They were told to collect used plastic pens from the campus during cleaning, which were reused later.

**Plastic free Campus :-** The college in association with Planet Earth, an NGO, collected paper waste from the campus for recycling and the recycled papers in A4 size were distributed to the departments. All the official functions in the college were conducted adhering to Green Protocol. Disposable glasses, bouquets with plastic accessories were completely avoided. Students were encouraged to submit soft bound project reports without plastic spiral binding.

**Zero Project :-** A group of students from St. Teresa's College, Ernakulam conducted a skit to create awareness against plastic pollution and zero use of plastics. A movie was also screened to show the importance of going back to a plastic-free world which will be environment - friendly for the ecosystem.

**Installation of Waste Disposal Unit in College :-** As part of Shuchithwa Mission, a waste disposal unit made of earthen pots was installed in the college. The students were asked to put their food waste in the organic disposal unit. The compost was later used as organic fertilizer for campus garden.

**Solar-powered Electronics Lab :-** The electronics department implemented a completely solar powered electronics lab with 1 KW off-grid solar power plant. The message of a sustainable and eco-friendly development model was demonstrated to every batch through the use of it.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Institutional Best Practices Best Practice 1 " GREEN PROTOCOL"** We, the Cochin College, as an ecologically responsible and environmentally committed institution implemented the "Green protocol" in the year 2018. Green protocol is essentially a set of measures which when implemented results in significant reduction of waste with primary focus on prevention of use of disposables and using reusable alternatives like glass/stainless/porcelain cutleries. We initiated this programme in association with Plan@Earth a voluntary non-profitable organisation registered as a charitable trust. Plan@Earth works in the area of environment conservation by offering solutions for waste management. The College aimed at constantly observing this Green protocol with a view to achieve the following objectives. Objectives 1. To create awareness among the students and staff about the practice of green protocol for the conservation of environment. 2. To prevent generation of waste and reduce carbon footprint on campus events. 3. To set up a proper system for managing disposables. 4. To build and sustain a new ecological culture in the institution , that will bring about lifestyle changes amongst people in such a way that is environmentally sustainable in the long term. 5. To spread environmental consciousness and responsible waste management practices to the nearby community through awareness programmes Context Waste management is the biggest crisis we have been facing for the last few years. A deep analysis into the problem of solid waste management will light the fact that , waste becoming an unmanageable problem is a very recent phenomenon that began hardly ten to fifteen years back at the most. . Increase in population as claimed by many is definitely not the main reason. If one analyses critically, why only in recent times waste management has become such a big problem, it boils down to one word "Disposables". By disposables what is meant here is that the use of one time

use and throw products has increased drastically in the past ten to fifteen years and with it the magnitude of the problem of its disposal. Disposable water bottles, disposable paper, Styrofoam and plastic cups, disposable paper, plastic and Styrofoam plates, disposable food packaging including aluminium and Styrofoam packaging, plastic bags, etc. The biggest challenge is these disposable materials causes mixed waste which can neither be composted (Biodegradable part) nor recycled (the non-biodegradable part) increasing the percentage of inert in a waste stream. As a socially responsible institution in the field of higher education, we felt it obligatory to address this issue. It is in this context that we started this program. Therefore Green protocol is essentially a set of measures which when implemented results in significant reduction of waste. The primary focus is on waste minimization through prevention of use of disposables. The practice In order to implement the green protocol a multi pronged approach was adopted by the college. As a first step a green protocol committee was constituted consisting of student and faculty representatives. The recommendations of the green protocol committee were put up at the college entrance and in all departments, library and college office.

Below are the further actions taken to practice the Green Protocol. 1. The committee promoted the use of fountain pens instead of ball pens for avoiding accumulation of plastic waste through discarded ball point pens. 2. Both the students and staff are encouraged to use glass bottles and steel cups instead of using plastic bottles and paper cups. 3. Directions given to stop the use of plastic covers and flex boards in the campus. 4. Students are advised to use soft bound copy in lieu of spiral bound copy to submit their project. 5. A workshop on re-cycling disposables was organised in the campus. 6. A compost facility has been set up to convert bio degradable waste into compost. Evidence of success Plan@earth collected all paper waste from the campus for recycling on 6th July 2018. There would be no monetary benefit for the college. College would only be provided with a green certificate and green credit, based on the amount of paper recycled. The paper waste was converted into fresh A4 papers and distributed among the departments. Students and faculty members were advised about the phenomenal environmental costs of ball pens and the preferability of reusable fountain pens. There has been an increase in the number of students submitting soft bound copies of the project. The practice of using glass bottles and steel cups were adopted by the college. Vermicompost pots were employed to deal with bio-waste. As a practical session on vermicomposting, vegetable waste was collected from Koovapadam market and converted into vermicompost which was then distributed. After the workshop conducted about up-cycling of plastics, an exhibition of up-cycled plastic and waste cloth was held in the campus. The exhibition attracted the students from other institutions and the local community. Problems encountered and resources required Problems encountered Resources required Reluctance from the people to switch from one habit to another More awareness programmes required and a proper follow-up procedure is to be practised Inadequacy of materials to replace plastic and disposables With the help of local authorities and their inclusion in this project this constraint can be solved up to to a limit The increased cost of other alternatives in place of disposable and its maintenance Through recycling of disposables and its marketing a nominal amount of income can be generated. This can be utilised for solving this issue Best Practice 2 "

DISCIPLINE COMMITTEE" Enforcing discipline in an educational institution is crucial for creating a safe environment in the campus and also for the positive development of the students. By adopting this view a discipline committee was constituted by the college council for the academic year 2018-2019. Objectives 1. To create a secure and harmonious environment in the campus for the overall academic and non academic progression of the students. 2. To support a student to raise his maximum potential independently without dreadful external interventions. 3. To build a self-discipline among the students which is not influenced by a most prevalent social evil in the youth called substance abuse.



4. To resolve complaints regarding disciplinary issues against students and student organizations and to decide the appropriate Institute response. Context The Cochin College as a socially responsible institute encourages students to explore in order to advance knowledge at the highest level. It also expects its students to uphold the highest standards of respect, integrity, morality and civility. With this context, the discipline committee was formed to resolve complaints of alleged violations of policies and/or community standards by a student, former student, or student organization in a way that is objective and educational, not legalistic or adversarial. The practice The discipline committee adopted some practices for enhancing and maintenance of a harmonious atmosphere inside the campus. 1. The executive committee met once in a month to discuss discipline related issues and finalise proper measures to counteract the problems. 2. Monitoring of strict discipline inside the campus was enforced by forming disciple enforcing squads comprising of teachers under the supervision of a senior teacher as convenor of the squad. 3. The discipline squad was allotted with routine discipline monitoring duty on every working days on a rotation basis. 4. During special days of celebrations, each squad was assigned various duties for strict monitoring of discipline throughout the celebrations. 5. The discipline committee monitors all activities and programmes conducted by the college union. 6. Through the regular monitoring of by discipline squads, alcohol and drug abuse inside the campus is prevented. Evidence of success The periodic meeting of the discipline committee has helped to identify the discipline issues in the college and various measures were suggested to resolve the said issues very tactically. The activities of the Discipline Squad have helped the committee in finding some disciplinary issues and have been able to eliminate them later. With this constant monitoring, the use of intoxicants inside the college premises could be completely stopped. Problems encountered and resources required As a cross section of the society discipline issues are prevailing in the campus. When it comes to maintaining discipline, there are many obstacles to overcome. Mainly the youth will see these measures as an encroachment on their freedom. Proper awareness should be given in the area of fundamental rights, common law and civic sense to the students focusing on keeping a good discipline in their life. In order to ensure that the purpose of the Disciplinary Committee is not compromised, the inward assistance of other stakeholders should be sought. The co-operation from the PTA, the local authority and the parent organisation of the various student union is also required for the smooth handling of the issues by the Discipline Committee.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[http://thecochincollege.edu.in/assets/frontend/igac/AOAR\\_2018-19\\_for\\_website\\_links/Best\\_Practices\(2018\).pdf](http://thecochincollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/Best_Practices(2018).pdf)

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Cochin College is founded with the vision of imparting higher education and thereby contributing to the overall development of the west Kochi region mainly consisting of the coastal towns of Fort Kochi and Mattancherry. It is the only higher learning institution in the area, functioning with the financial aid of the state government. The college facilitates students belonging to backward classes, fishermen, SC ST to avail various scholarships and grants for financing their education. The learning resources and facilities of the college is made available to the neighbouring high school and higher secondary schools of the region. They are given the opportunity to visit the science laboratories, zoological museum, and botanical garden of the college. The

college also conducts a variety of academic events to cater to the needs of students of neighbouring schools such as talks on various topics of contemporary relevance, exhibitions, various competitions, and career guidance classes. The college under the auspices of the anti-narcotics club and the excise department conducts awareness classes for students in the area. The institution also engages in various activities that benefit the local community in a variety of ways. Cells such as Entrepreneurship Development Club and Financial Literacy Club organises self-employment training, financial literacy programs for the household in the area. Various departments have organised hands-on training workshops on mushroom cultivation, umbrella making, aquarium fish culture, etc. for women in the area. The Nature club of the college continuously engages in enhancing environmental consciousness among the people in the area. They offer training for households on proper disposal of plastic waste, solid waste management, etc. It also plants samplings on the roadside and other open spaces for maintaining and enhancing the ecological balance of the region. NSS volunteers and alumni of the college regularly participate in Fort Kochi beach cleaning. For creating a sense of empathy and social responsibility departments regularly conduct visits to neighbouring orphanages, old age homes, and special schools. Students participate in blood donation camps organised by NSS. When the state was under the burgeoning threat of floods, the college put its best foot forward in helping those in need. The college fraternity joined hands with the local community in helping the flood-affected victims by providing them with necessities.

Provide the weblink of the institution

[https://www.thecochoincollege.edu.in/assets/frontend/igac/AOAR\\_2018-19\\_for\\_website\\_links/Institutional\\_Distinctiveness\(2018\).pdf](https://www.thecochoincollege.edu.in/assets/frontend/igac/AOAR_2018-19_for_website_links/Institutional_Distinctiveness(2018).pdf)

### **8.Future Plans of Actions for Next Academic Year**

Provide training for teachers for equipping them to prepare e-learning resources. Encourage students and teachers to do MOOC courses Intensify the activities for student support. Encourage research activities among teachers. Encourage them to secure research degrees, present papers, publish scholarly articles and undertake research projects Provide training for newly recruited teachers to use LMS