YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	St.Gregorios College, Kottarakara
• Name of the Head of the institution	Dr. Sumi Alex
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742650133
• Mobile no	9495823291
• Registered e-mail	sgcollegeiqac@gmail.com
• Alternate e-mail	gregorioscolle@yahoo.co.in
• Address	St.Gregorios College
• City/Town	Kottarakara,Kollam
• State/UT	Kerala
• Pin Code	691531
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**University of Kerala**
• Name of the IQAC Coordinator	**Dr. Krishnakumar V**
• Phone No.	**04742650133**
• Alternate phone No.	**9895673537**
• Mobile	**9847180110**
• IQAC e-mail address	**sgcollegeiqac@gmail.com**
• Alternate Email address	**gregorioscolle@yahoo.co.in**

3.Website address (Web link of the AQAR (Previous Academic Year)	www.gregorioscollege.org
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://gregorioscollege.org/uploads/2024/04/Diary-Lay-out.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.01**	**2022**	**22/03/2022**	**21/03/2027**
Cycle 2	**B**	**2.85**	**2015**	**01/05/2015**	**30/04/2020**
Cycle 1	**B++**	**81**	**2006**	**21/05/2006**	**20/05/2011**

6.Date of Establishment of IQAC	**01/07/2001**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr.Krishnakumar V	**FIST**	**DST**	**2019 , 1825 days**	**70.5**
St. Gregorios College , Kottarakara	**RUSA**	**Central Government**	**2019, 1825**	**2 Crores**

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	11	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1.Organized and hosted educational events on intellectual property rights and research methodology

2.Established a Research MoU with the Department of Chemistry at St. Albert's College, Ernakulam. Forged an academic MoU with the Department of Zoology at St. Stephen's Pathanapuram

3.Implemented NECTTOS, an ERP system, effectively.

4.Implemented the "Naipunya" program to support differently abled students.

5.Conducted apiculture training program in collaboration with Khadi & Village Industries Commission of India. Provided valuable knowledge and skills in beekeeping and honey production to students and local community

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

Plan of Action	Achievements/Outcomes
1. Organize series of seminars on Research methodology and Intellectual Property Rights	1.Successfully organized and hosted a series of educational events on intellectual property rights and research methodology.
2. To establish academic and industrial collaborations and MoU's with potential partner institutions .	2.Successfully established a Research MoU with the Department of Chemistry at St. Albert's College, Ernakulam. Additionally, forged an academic MoU with the Department of Zoology at St. Stephen's College Pathanapuram.
3. Implementing an ERP system for organizing and systematizing academic and administrative activities .Customize the ERP system to align with the specific workflows and processes of the institution.	3. Implemented an ERP system named NECTTOS. Established protocols for ongoing support, maintenance, and troubleshooting of the ERP system. Conducted post-implementation reviews and evaluations to identify areas for improvement and optimization.
4. Develop a comprehensive plan outlining specific initiatives and modifications needed to enhance accessibility and inclusivity on campus. Research best practices and guidelines for creating inclusive environments for differently abled individuals	4.Successfully implemented the NAIPUNYA program to support differently abled students.
5. Develop an apiculture training program tailored to both students and the local community, covering topics such as beekeeping techniques, hive management, honey production, and marketing.	n5.Successfully conducted an apiculture training program in collaboration with the Khadi gramadyog vidyalaya, Khadi & Village Industries Commission of India. Provided valuable knowledge and skills to participants in beekeeping and honey production. Fostered awareness and interest in apiculture among students and

	the local community. Strengthened partnerships between the institution and government agencies to promote sustainable livelihoods and rural development.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	**27/03/2024**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022 - 2023	**04/04/2024**

15.Multidisciplinary / interdisciplinary

Multidisciplinary / interdisciplinary: In alignment with the New Education Policy (NEP), which advocates for a comprehensive and interdisciplinary approach to education, the institution has launched a series of programs designed to bridge the disciplines of humanities and sciences. These initiatives include a Postgraduate Programme in Biodiversity and Systematics and an Undergraduate Programme in Commerce with Computer Applications. The affiliating university has undertaken a significant restructuring of existing programs to accommodate a flexible multiple entry and exit scheme, enhancing the educational model's adaptability. In an effort to support continuity in education, the college offers a mechanism for the readmission of students who have previously discontinued their studies. The academic endeavour extends to addressing contemporary societal challenges through rigorous Undergraduate and Postgraduate project work, thereby fostering a culture of inquiry and problem-solving. In response to the critical issue of climate change, the college has established a Centre for Climate Study, dedicated to researching and mitigating regional climatic impacts. In an innovative approach to interdisciplinary learning, the university provides an Open Course in the fifth semester of all Undergraduate programmes, enabling students to pursue an interdisciplinary course

that contributes to their academic credit. To further enhance collaborative research and development, the college has formulated comprehensive guidelines for industry collaboration, consultancy services, and resource sharing. Furthermore, the institution actively promotes the integration of students into community engagement through credit-bearing participation in a variety of club activities, including but not limited to the National Service Scheme (NSS), National Cadet Corps (NCC), Nature Club, Women's Study Unit, and Forestry Club. To advance collaborative research and development, comprehensive guidelines for industry collaboration, consultancy services, and resource sharing have been formulated. This strategic move aims to enhance the institution's research capacity and foster industry-academic partnerships, reflecting a forward-thinking approach to education and innovation. Departments of Chemistry and Physics have come up with initiatives to include the incorporation of provisions for collaborative teaching and research through the engagement of visiting faculty members, thus broadening the academic and research perspectives within the institution. Faculty members are encouraged to engage in interdepartmental lectures, fostering an environment of cross-disciplinary learning and collaboration. Similarly, research scholars are motivated to contribute to and participate in research forums across various departments, and students are urged to undertake projects that span multiple disciplines, promoting a holistic educational experience.

16.Academic bank of credits (ABC):

Academic bank of credits (ABC): Affiliated with the University of Kerala, the college adheres to the credit system implemented by the university. In anticipation of facilitating the implementation of the Academic Bank of Credits (ABC), the restructuring of program curricula is currently underway. Each student enrolled in the university's programs is assigned a unique ID, which serves as a comprehensive tool for managing various academic processes, ranging from admission registration to certification. This system significantly enhances student autonomy, enabling learners to undertake courses from any institution of their choice, at their convenience, within the course availability period. The University of Kerala has pioneered the adoption of the Choice Based Credit Semester System (CBCSS) across the majority of its undergraduate and postgraduate programs. This system affords students the flexibility of multiple entries and exits during their academic tenure. Further advancing its commitment to flexible and accessible education, the college has adopted Moodle, a Learning Management System renowned for its efficacy and adaptability in facilitating e-

learning. This platform supports a broad range of educational activities, effectively complementing traditional classroom instruction. Despite these advancements, the college has implemented several facets of the Academic Bank of Credits (ABC), such as the management and redemption of credits earned from multiple institutions, intercollegiate and university mobility, among others, adhering to the guidelines provided by the University. The Kerala State Higher Education Council (KSHEC) has formulated a policy, endorsed by the Academic Bank of Credit, to address these components. The establishment of an Academic Bank of Credit is envisaged to digitally store academic credits accrued from various recognized higher education institutions (HEIs). This innovative approach allows for the aggregation of earned credits towards the conferment of degrees, thereby facilitating a more flexible and personalised educational experience. These initiatives collectively signify a transformative shift towards a more inclusive, flexible, and student-centred educational paradigm, in line with contemporary educational best practices and the strategic objectives of the University of Kerala and the broader academic community.

17.Skill development:

Skill development:The National Education Policy places a significant emphasis on the integration of skill development within higher education frameworks. In alignment with this directive, the institution actively endeavours to foster the cultivation of life skills, soft skills, and vocational skills across various disciplines. As part of the curriculum for career-oriented courses, a suite of vocational courses is incorporated, exemplified by the BA English and Communicative English program. This program includes specialised courses such as Copy Editing, Language of Advertising, Business Communication in English, and Print and Online Writing. These courses are meticulously designed to equip students with the essential skill sets for success in industries such as publishing, advertising, and media. Moreover, the institution places a strong emphasis on the development of artistic skills, providing students with practical training in musical instruments. Additionally, vocational training in stitching is offered to female students, further diversifying the skill set imparted through the academic curriculum. The efficacy of these vocational courses is enhanced through the assignment of regular projects that encourage students to refine their writing, editing, and creative capabilities. To complement the curriculum, the institution organises webinars featuring experts in fields such as translation and online content writing, offering students insights into contemporary industry

practices. Furthermore, various departments facilitate hands-on learning experiences through internships, fieldwork, workshops, and industry visits, thereby bridging the gap between theoretical knowledge and practical application. The institution also recognizes the importance of preparing students for competitive examinations (JAM/GATE/NET/JRF) and provides coaching, career guidance, and campus placement programs to support students in their professional endeavours. In addition to these comprehensive educational offerings, the institution introduces five add-on courses, including Pathway to IELTS, Skills in Basic Arithmetic, Reasoning and Logic, and Mushroom Cultivation and Marketing. These courses are designed to not only enhance communication skills but also to develop specific competencies and vocational skills, aligning with the overarching goal of holistic skill development as advocated by the National Education Policy.

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

The institution's curriculum delivery method, complemented by a rich array of co-curricular and extra-curricular activities, is designed to foster a comprehensive understanding of Indian identity, society, and culture among students. This educational approach integrates courses that highlight the importance of vernacular languages, literature, art forms, philosophy, and history, thereby nurturing a holistic appreciation for India's diverse cultural heritage. Language and Literature: From the outset, undergraduate students are presented with the opportunity to study Malayalam or Hindi as an Additional language in their first and second years. This exposure not only acquaints students with the canonical works of prominent writers in these languages but also their significant contributions to the Indian literary tradition. Performing Arts: The syllabus incorporates study and performance of traditional Indian theatre and dance forms, including Kathakali and classical Indian dramas by illustrious playwrights like Kalidasa(Vikramorvasiyam), Bhasa(Karnabharam), Vishakadatta(mudrarakshasa), and Sudraka(Mricchakatikam). Performances of these classical dramas are showcased in the institution's digital theatre, enriching students' understanding of India's theatrical heritage. Kathakali Museum: A distinctive feature of the institution is its Kathakali museum, which serves to popularise this classical dance form. The museum exhibits include casts of mudras, images of navarasas, and displays of costumes and musical instruments integral to Kathakali, accompanied by explanations of their significance in the performance. Curricular Emphasis on Indian Culture: The BA English and Communicative English programme introduces students to the

richness of Indian culture through courses on Film Studies, Literary Criticism, World Classics, 20th Century Malayalam Literature in English Translation, and Theatre Studies. These courses cover the evolution of Indian cinema, Indian aesthetic philosophy, the global significance of Sanskrit literature, the uniqueness of Malayalam writing, and the characteristics of Indian theatre. English translations of vernacular texts are included in the curriculum, with efforts made to acquaint students with the original texts as well. Cultural Engagement: The institution makes concerted efforts to connect students with Kerala's cultural figures, exemplified by online "Meet the Author" webinar, where students were given the opportunity to interact with the notable Malayalam poet and Sahitya Akademi Awardee Sri S. Joseph. Additionally, the BA Political Science programme's core course, State and Society in Kerala, deepens students' awareness of the state's unique social fabric. Celebration of Indian Traditions: The campus comes alive with the celebration of Indian festivals like Holi, Kerala Piravi, and Onam, alongside solemn observances of Independence Day and Republic Day. These events, led by the NCC, NSS, and various clubs, include traditional festivities, competitions, and national commemorations, fostering a sense of community and national pride. Yoga as an Add-on Course: To further promote Indian traditions, the institution offers an add-on course in Yoga, aiming to educate students about the philosophy and practice of this ancient discipline. Through these diverse initiatives, the institution ensures that students receive a well-rounded education that deeply embeds the values, traditions, and rich cultural tapestry of India in their academic and personal development.

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

Focus on Outcome based education (OBE): Pursuant to the mandates of the National Education Policy (NEP) 2020, the institution is committed to implementing an Outcome-Based Education (OBE) framework, aimed at fostering the holistic development of students. This approach is characterised by a focus on achieving specific learning outcomes, delineated across several strategic domains: Curricular Excellence: The institution adopts undergraduate and postgraduate curricula designed by the University of Kerala, ensuring that course and programme outcomes are clearly defined. This curriculum, subject to periodic revisions, keeps students informed of the latest advancements within their disciplines. Noteworthy is the introduction of the MSc Zoology programme since 2021, specialising in Biosystematics and Biodiversity. It emphasises eco-consciousness, integrates traditional Indian tribal environmental knowledge, and addresses future sustainable needs

alongside providing avenues for employment and research. Additionally, integration of sciences and humanities is achieved through mandatory Additional Language and English courses for BA, BSc, and BCom students in their initial years, and an "open course" elective in the fifth semester, available to all students. Innovative Pedagogy: Embracing a student-centred learning paradigm, the institution employs a variety of ICT tools, including powerpoints, online quizzes, video lectures, films, and animations, to deliver content. Peer-teaching initiatives further enhance this learning environment, facilitating knowledge exchange between advanced and less proficient learners. The accessibility of resources is broadened through the library's N-list registration and DSpace software, enabling students to access e-books, e-journals, and past examination papers remotely.   Faculty Development: The institution supports continuous professional growth among faculty through orientation, refresher courses, workshops, and upskilling programs. Financial support is provided for participation in external workshops, alongside specialised training in the use of Moodle LMS, to enhance teaching effectiveness and adaptability. Assessment Practices: Tailored assessment strategies are employed to evaluate the achievement of OBE objectives. Utilising Bloom's cognitive taxonomy, examinations and assignments are crafted to assess various cognitive skills, from knowledge recall to evaluation and application in real-world contexts. This approach not only tests academic proficiency but also stimulates intellectual curiosity and encourages exploration beyond the curriculum.   Enrichment Through Co-curricular and Extra Curricular Activities: The Department of English's NOESIS lecture series exemplifies the institution's commitment to interdisciplinary learning, featuring speakers from diverse departments addressing a wide array of pertinent topics. This initiative, along with others, contributes significantly to the academic and personal growth of students.   Skill Development: A range of add-on courses is available, focusing on the enhancement of communicative, vocational, and other competencies, reflecting the institution's dedication to preparing students for the demands of the professional world.   Robust Infrastructure: The learning experience is further augmented by state-of-the-art facilities, including a digital theatre, language lab, Moodle LMS, ICT-enabled classrooms in each department, and a multi-gymnasium, which collectively elevate the quality of campus life and educational delivery.   Through these concerted efforts, the institution not only adheres to the principles of OBE as outlined by the NEP 2020 but also ensures a comprehensive, dynamic, and enriching educational experience for all students.

20.Distance education/online education:

Distance education/online education: In the aftermath of the global pandemic, both faculty and students at the institution have adeptly transitioned to the proficient use of digital technologies within the educational framework. Faculty members have undergone comprehensive training to master the effective deployment of ICT tools, including Google Classroom, the institution's Moodle Learning Management System (LMS), and various video recording applications. Concurrently, students have been instructed in utilising these digital platforms for accessing educational content, submitting assignments, participating in surveys, and providing feedback. The institution's educators are now proficient in disseminating engaging educational materials, such as informative notes, interactive presentations, and video lectures, through the St. Gregorios Moodle LMS site or on universally accessible platforms like YouTube. Moreover, there is a growing trend among faculty towards the assignment of paperless tasks, including video projects, photo essays, and digital quizzes and tests administered through platforms like Quizzes and Google Forms. These assignments are predominantly distributed via the Moodle LMS, with students submitting their completed work through the same system or via email to the relevant instructor. To date, the primary beneficiaries of this online learning ecosystem have been the students of the institution. However, there is potential for extending the benefits of this system to the broader public through the development of Massive Open Online Courses (MOOCs) focused on upskilling and vocational training. Even with the resumption of in-person classes post-pandemic, the faculty remains committed to maintaining students' engagement with and proficiency in digital tools. As a result, the institution now embraces a blended learning approach, where traditional classroom teaching is augmented by online resources, including educational videos and links to supplementary reading material. For students in the sciences, Pre-Lab videos are provided to ensure a thorough understanding of experimental procedures and to clarify any doubts before laboratory sessions commence. Similarly, students in the arts are offered Pre-Lesson videos to acquire foundational knowledge on their subjects or to understand the real-world applications of their studies, thereby enriching the overall educational experience.

Extended Profile

1.Programme

1.1   352

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **1216**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **129**

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

File Description	Documents
Data Template	View File

2.3   **450**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **66**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **66**

Number of sanctioned posts during the year

Extended Profile

1.Programme

| 1.1 | **352** |
| Number of courses offered by the institution across all programs during the year | |

File Description	Documents
Data Template	[View File](#)

2.Student

| 2.1 | **1216** |
| Number of students during the year | |

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

| 2.2 | **129** |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

File Description	Documents
Data Template	[View File](#)

| 2.3 | **450** |
| Number of outgoing/ final year students during the year | |

File Description	Documents
Data Template	[View File](#)

3.Academic

| 3.1 | **66** |
| Number of full time teachers during the year | |

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**66**

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**42**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**119.36**
4.3 Total number of computers on campus for academic purposes	**141**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college works out its curricular schedules in accordance with the syllabus designed by the University of Kerala. The consequential features of the execution of the curriculum are discussed in the College Council. The College Council devises the College Calendar in accordance with the University Calendar, when instructed by the Principal. The students are apprised of the academic schedules of the following year through the college handbook, which is provided to them in the beginning of each academic year. The IQAC ensures that the curriculum is implemented well across this institution

The college maintains an organized and efficient master time table. Extensive curriculum discussions in departmental meetings pave way to the departmental timetable. Every department organizes bridge courses and an orientation programme to induct the new students into the new curriculum system. This aids the students to fill in their knowledge gaps and to boost their confidence into

the latest mode of learning. Besides this, the internal exams, evaluation techniques like seminars, assignments and viva are routinely used to enhance the quality of curriculum delivery.

The college library extends the curricular learning through various journals, e-learning and computing resources platform. The teachers also exercise the usage of Moodle, YouTube, Google Classroom and Google Meet to further facilitate the reach of education apart from Classroom.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://gregorios.infrastruct.in/

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

The foundation of our institution's semester wise academic activities is laid upon the academic calendar of the university. With the publication of the college calendar, the university calendar is followed through.

At the genesis of every new academic year, the College Level Monitoring Committee (CLMC) is established by the principal for the smooth sailing of the year-long activities.

The CLMC ensures the proper functioning of the academic schedules. This is also in accordance with the guidelines and the recommendations made by the university for the efficient conduct of CBCSS. In addition to it, the committee guarantee the impartiality and objectivity of the Continuous Internal Evaluation (CIE) process.

Every department has the Department Level Monitoring Committee (DLMC) comprising all the faculty members of their respective departments. This committee is chaired by the department chair or a senior faculty member. To ensure with the conduct of the internal examination schedule, resolving student grievances and uploading internal marks, the DLMC works hand in hand with the CLMC.

Internal assessments are conducted in every stream and the results are promptly published. After the review by the faculty, the HOD

and the Principal, the results are uploaded in the university portal.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://exams.keralauniversity.ac.in/

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

53

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

1.3 - Curriculum Enrichment

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

The curriculum that is recommended by universities effectively incorporates the four fundamental components of professional ethics, namely gender, human values, environment, and sustainability, into its teaching methodologies. The English-language programs effectively raise awareness of the previously identified difficulties. Professional ethics and civility are two of the program's key topics. The college's motto reflects the human ideals of fairness, integrity, and discipline, which are supported in all endeavours. Curriculum classes for language programs address human values. Students have the opportunity to learn important lessons, such work ethics, that they can apply to their particular future careers through the activities organized by various groups. Humanities courses aggressively promote awareness of gender inequality as an issue and the need to

eradicate gender prejudice.

Information regarding women's empowerment can be shared in the women's studies unit. Together, the N.S.S. and N.C.C. work to create a community of responsible, compassionate, and well-behaved students. t is essential to instil in students the importance of conserving the environment and using resources in a way that is acceptable in society. The focus of each and every science course is the individual's responsibility for applying scientific knowledge to sustainable resource management.

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

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

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

455

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://gregorioscollege.org/2022-2023-2/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gregorioscollege.org/2022-2023-2/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

383

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

54

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

2.2 - Catering to Student Diversity

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

Every year, the college identifies slow and advanced learners based on their academic performance in the qualifying exam, as well as their performance in an entry level test and interview. Students who score 75% and above are classified as advanced learners, while those with scores between 50-75% are considered medium learners, and those with scores below 50% are categorized as slow learners. To support the different learning needs of these groups, various programmes are provided. Remedial classes and bridge courses are offered to slow learners, while counselling sessions are provided for advanced learners. The Language lab is available to all students to improve listening and speaking skills through exposure to native English accents. For slow learners, the mentor-mentee system assigns a specified number of students to each teacher, who then identifies slow learners through interactions and observations during regular classroom sessions and assessments. Teachers employ ICT enabled instructional techniques and encourage peer teaching. For advanced learners, the college endeavours to foster research aptitude by providing guidance for student projects, seminars and career coaching classes. The Departments of Chemistryoffers JAM coaching for undergraduate students.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/criteria-ii/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1216	66

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The academic programmes in the student centric learning methods are constantly made use of in the teaching learning process. The class room becomes the comprehensive vantage point where students get access to real time knowledge when they take up the role of instructor. This is made possible through the seminars presented by each student and thus becomes the most effective means of "learning by doing" in addition to building team spirit and enhancing communication skills. The institution conducts laboratory tutorials for science disciplines and language labs to develop analytical skills and passion for scientific research. Bio diversity study tour, tree sapling planting programme, environment awareness campaign, conducted workshops on Research methodology on various departments, as a part of independence day, celebration film shows, inter departmental quiz competitions etc were conducted during 2022-23. National seminar was organised by chemistry department on career opportunities in the department of atomic energy. various eminent persons were invited by the departments for the talk series.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gregorioscollege.org/?s=national+seminar

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

Information Technology is the need of the era, hence such means are employed in the dissemination and transfer of teaching and learning materials. Power point presentations help in gathering the full attention and participation of the learners. Projects and research papers of the teachers are sent to their wards via email. The college maintains a self-maintained cloud based learning management system Moodle, to cater to the teaching, learning and evaluation needs of the students and teachers. With their login credentials students and teachers can access their facility from https://gregorios.infrastruct.in/. All the teaching departments make use of ICT facilities in the college. Tally and Latex are provided for students of B. Com with Computer Applications. LATEX and Python training are given to UG and PG Mathematics students. The college prides itself in the state-of-the-art language laboratory with digital facilities attached to the Department of English. Praxis for various vocational courses is provided. It also helps to improve oral communication and linguistic competence of the students. Access to national and international research journals, e books etc. through INFLIBNET is provided to research/ postgraduate students through the college library.

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

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

2.3.3.1 - Number of mentors

66

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

2.4 - Teacher Profile and Quality

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

66

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

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

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

424

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

2.5 - Evaluation Process and Reforms

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

The assessment pattern in respect of internal and external assessment is specified in the rules and regulations for CBCS. Effective steps are taken to organize Continuous Internal Evaluation (CIE) with the objective of helping students to attain the course outcomes and programme outcomes for each course. Assessment includes assignments, seminars, projects, and test papers. The functions of the Department Level Monitoring Committee (DLMC) Preparing and maintaining records of internal examinations in the department. Organising open house meetings with students and parents giving better attention to low performers Conducting model practical sessions and mock viva to enhance student skills. The College Level Monitoring Committee (CLMC), consists of members of the College council, heads of departments and teacher coordinators, constituted according to University guidelines. The CLMC coordinator is nominated by the general body of teachers and appointed by the Principal. The activities of the CLMC are: Creating awareness among new first year students regarding internal assessment. Implementation of the open course for each programme, in the fifth semester. Organising end-semester internal examinations and retests for absentees Publishing results and addressing grievances regarding CIE

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1ybkbCQzuV MLyiW4PuGsH36d7YTm3sfjP/view

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

The institution plans and conducts Continuous Internal Evaluation in a systematic manner. The process is participatory, and transparent on account of regular interaction between students and teachers. The college has an effective mechanism for addressing student grievances. Under the supervision of the CLMC coordinator, internal examinations are conducted properly and the results are published. The absentees are permitted to reappear in the examination after their first appeal in Department Level Monitoring Committee and then in CLMC. The procedure for addressing students' grievances is outlined below. Departmental level: The students can submit written complaints along with supporting documents on any grievance on CIE to the DLMC. The committee makes necessary enquiries and decisions taken are intimated to the complainant. College level: In case a student is not satisfied with the decisions of DLMC, there is provision to approach the CLMC. The committee then considers the genuineness of the complaint and takes appropriate decisions, in the interests of transparency and fairness. University level: A student can appeal to the University Level Monitoring Committee in respect of the grievance through the principal. It is the University Level Monitoring Committee that takes the final decision, including correction in the marks scored

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college uses Programme Outcomes (POs), Programme-Specific Outcomes (PSOs), and Course Outcomes (COs) to clearly define the learning objectives of each instructional procedure, including knowledge, skills, values, and attitudes that students are expected to acquire by the end of the course. The University provides these outcomes, and the IQAC is responsible for ensuring that they are available on the college website for both students and teachers. At the beginning of each semester, teachers explain the structure of the course and conduct orientation sessions to newly admitted students, covering details of the syllabus, instructional strategies, and assessment methods. The curriculum delivery is carefully planned, considering the needs and abilities

of the students, to optimize the outcomes of each course.
Assignments and projects are designed based on learning
objectives. Programmes and courses are evaluated through student
satisfaction surveys, as well as internal and external audits, to
identify areas for improvement and ensure that the desired
outcomes are achieved.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gregorioscollege.org/popsoco-2/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The evaluation of program outcomes and course outcomes is crucial
for ensuring that students achieve the intended learning
objectives.

• Alignment with University Criteria: The institution ensures that
its evaluation methodology aligns with the criteria set by the
affiliating University.

• Responsibility of Teachers: Teachers play a central role in
evaluating POs and Cos.

Methods of Evaluation:

I. Formative Evaluation:It helps to identify students' strengths
and weaknesses, informs instructional decisions, and promotes
continuous improvement.

Formative evaluation constitutes the following elements: - Written
Examinations - Assignments - Seminars:

-Reports of Industrial Visits and Internships: Students write
reports based on their experiences during industrial visits and
internships.

II. Summative Evaluation: Summative evaluation occurs at the end
of a course or program and aims to assess students' overall
achievement of learning outcomes. It provides a final measure of

students' performance and informs decisions related to grading and certification.

Summative evaluation consists of the following:

Projects &Viva Voce Examinations.

University Examinations: End-of-semester examinations conducted by the University provides an external assessment of students' attainment of POs and Cos. These examinations are standardized and contribute to the overall evaluation of students' academic performance.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

281

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

2.7 - Student Satisfaction Survey

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

https://gregorioscollege.org/uploads/2024/02/SSS2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

A one-day National seminar was organized by the department of Chemistry, St. Gregorios College, Kottarakara on 02.02.2023 on the topic, "Career opportunities in the department of Atomic Energy" by Nair Abhijith Ravindranath, Scientific officer, IGCAR, Kalpakom.The seminar dealt with the aspects of Research and development for the peaceful uses of atomic energy. It also highlighted the identification and processing of atomic resources and opportunities of nuclear power plants.

Apart from this, the department of Zoology in assosiation with IQAC, organized a field visit to apiculture farm so as to gain practical knowledge regarding beekeeping andaware of the essential beekeeping tools, bee brushes etc. This visit was conducted on 11.02.2003 to the Bee farm at Palamattom, Pathanamthitta and Gilayad honeybee farm & royal honey processing plant, Kalanjoor. This visit provided hands- on experience regarding the different aspects of beekeeping.

The IQAC of St. Gregorios College, Kottarakara organized National seminar, as part of the National Science Day celebrations 2023. All the Science departments organized invited talk on Research aspects. The research scholars, post graduate and graduate students from our college as well as different colleges participated in the seminar. They interacted with the resource persons and it was very effective in creating a scientific temper among the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar

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

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

5

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	https://gregorioscollege.org/in-a-nutshell/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

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

22

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

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

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

6

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

3.4 - Extension Activities

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

St. Gregorio's College, Kottarakkara provides comprehensive education to all students. The college plays a major role in making the students socially responsible and civic minded. To achieve this objective, the college also emphasizes social engagement through its NCC and NSS units.

The NCC unit of St.Gregorios College, Kottarakara has organized a myriad of social and health-centric activities such as the celebration of World Environment Day, International Yoga Day, Puneet Sagar Abhiyan, Swatcha Hi Seva, World Earth Hour Day, Cleaning drive programmes, World No Tobacco Day, Blood Donation Camps, Human Bond programme, Anti Drug Day, NCC Day, Independence Day, Army Day, Kargil Vijay Diwas, Republic Day etc. with the active participation of cadets and college administration.

The NSS unit also conducted various initiatives like Vimukthi Training Programmes, Awareness sessions on Anti-Intoxication and

Judicial Protection, Campaigns on Career Guidance and Road Safety, Prevention of Abuse Against Women, Exhibitions, Various Surveys and Orientations, Wall Paintings, Poster making, Freedom Wall, Dramas, Residential camps, Nature and Adventure camps, Flash mob, Manushyachangala, Unity Run and Rally, Street Play, De-addiction Centre Visit, Short Film Making, Asaad Sena Unit Formation, District Level Workshops, University Level and District Level Palliative Training, Medical Camps such as Blood Donation Camp, Hair Donation Camp, Eye Care Camps, Medical Equipment Donation, Menstrual Hygiene Empowerment, Cloth Donation etc and honoring days like World Environment Day, World Ozone Day, NSS Day, Independence day and Republic Day.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/nss-report-22-23.pdf
Upload any additional information	View File

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

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

3

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

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

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

83

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

308

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

18

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college provides quality educational infrastructure for better instruction and student outcomes. The campus has four blocks including three academic blocks and one administrative block. There are 42 classrooms including thirteen ICT enabled ones. Under the supervision of various departments 50 computers are in use. There are four smart classrooms, twelve DST-FIST supported science laboratories, six computer labs and an English Language lab with 16 desktop computers The campus has Wi-Fi connectivity facilitated by six Fibre to Home Connections (FTTH); one broadband connection and solar powered modems. There is an air-conditioned Central Computer lab with 60 desktop computers and a projector. The college has a public address system, 'Gregorian radio'. Thescience laboratories, NCC room, Sports centre, staff rooms, College office, Principal's room, IQAC room and Examination Control room have internet facilities with uninterrupted power supply. The central library provides above 35,000 books, INFLIBNET, fifteen computers with internet and reprographic facilities. There are two seminar halls and a sound proof digital theatre to exhibit videos. A botanical garden, butterfly garden, fungal herbarium, ornamental fish tank and a botanical museum prevails in the college. The college has a well-furnished examination hall with a seating

capacity of five hundred.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gregorioscollege.org/infrastructure/

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

The institution boasts ample facilities for cultural activities, sports, and games. These include an open stage utilized for diverse events, an auditorium situated on the first floor of D block primarily for general programs, seminar halls within PG departments, and spacious classrooms utilized for arts and literary competitions. Additionally, a Digital theatre screens short films and documentaries. Outdoor courts for sports encompass a Basketball court adhering to international standards, a Sevens Football court, a Volleyball court, and a Kabbadi court. The football ground also serves as a venue for various track and field events. A well-equipped multi-gymnasium, indoor game facilities, and a designated yoga area in B block cater to fitness activities. Furthermore, ten bicycles are available for female students' use. Notably, a Kathakali museum showcases numerous display items and paintings, while office and storage spaces are allocated for NCC and NSS units. Moreover, a shooting range fulfills the training requirements of the NCC Army unit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gregorioscollege.org/infrastructure/

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

18

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

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

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

11.8

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

4.2 - Library as a Learning Resource

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

The General Library of the institution located in the first floor of Rev. Mathew P. Koshy memorial block, is easily accessible for all. The library was established in 1964, at the inception of the college itself and has been providing professionalized assistance to students and faculty in their academic activities. It has been renovated recently as part of institution's policy to create better academic ambience by providing modernized library services. The library occupies a total carpet area of 5000 square feet with a seating capacity of 150 and spacious stack-rooms. It has a separate reference area with a seating capacity of 30 students.

The library has a good collection of more than 35000 printed books and a significant number of books and journals are added every

year. It subscribes a number of leading periodicals and newspapers. The college has been a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources. It provides web-based services including access to e-books, e-journals, and research database, which providers more than 6000 online journals and thousands of e-books. Library is fully automated with LIBSOFT, since 2004 (version 5.1). This ILMS follows International Library Standard protocols for entries ensuring user-friendly interface both in document searching and technical processing. Library facilitates Web-OPAC, which provides remote access to the users. The automated Gate Register facilities of the software manage the daily visits to the library and provide usage statistics on all categories of visitors

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gregorioscollege.org/library-2/

4.2.2 - The institution has subscription for the A. Any 4 or more of the above **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

1.82

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

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

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

130

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

4.3 - IT Infrastructure

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

To enhance computer resources, 16 new processors, motherboards, and RAMs were acquired, serving to upgrade existing systems and assemble new ones. Additionally, the college library now benefits from a Fuji SV 600 Book scanner, facilitating efficient document scanning and uploading. Furthermore, an in-house Moodle platform supports online learning and undergoes yearly maintenance through contractual arrangements.

The computer lab features 60 interconnected systems for student use, linked via LAN through a server, and supported by uninterrupted power supply via a 10 KV inverter. Moreover, there are 81 computers distributed across various other labs and research centers for student utilization.

Notably, the college boasts a fully air-conditioned and soundproof Digital theater, outfitted with a 75-inch LED Smart Android TV, an audio system, three BENQ interactive smart displays, and a Multimedia Full HD projector.

Comprehensive WIFI coverage extends throughout the college premises, bolstered by six 100 MBPS Fiber to Home Connections

(FTTH) and one broadband connection. Additionally, nine solar-powered Tenda Dual Band Gigabit Wi-Fi Routers complement the six original FTTH modems

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gregorioscollege.org/ict-facilities/

4.3.2 - Number of Computers

141

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

2.39

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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

The Manager and Administrator share responsibility for the development and upkeep of campus infrastructure. Department heads forward maintenance and facility utilization requests to the Principal. Lab assistants typically handle servicing of mechanical appliances and laboratory equipment, while service providers manage routine maintenance of sophisticated machinery. Urgent service requests or supply needs like chemicals or stationery are addressed directly by the Principal. Plumbers, electricians, gardeners, and cleaning staff are contracted as needed.

A full-time mechanic assists with servicing science lab equipment. Campus cleanliness is upheld by janitorial staff and hired workers. Closed-circuit cameras, linked to a server in the Principal's office, enhance security. The college website is maintained by an external service provider.

The Library Advisory Committee and the Librarian oversee library usage and maintenance. Annual stock verification is conducted by committees appointed by the Principal. Sports facilities are utilized by students under the supervision of the Physical Education instructor.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://gregorioscollege.org/infrastructure/</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

852

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

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

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

53

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://gregorioscollege.org/wp-content/uploads/2023/03/5.1.3-Capability-building-and-skill-inititatives-for-website.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

251

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

251

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

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

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

5.2.2.1 - Number of outgoing student progression to higher education

44

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	**No File Uploaded**
Details of student progression to higher education	*View File*

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

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

35

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The active participation of students is ensured in the college administration through the Students' Union, department associations, clubs and various cells. The College Union of

students is constituted with the following objectives: (i) To have an in-depth and practical understanding of the parliamentary democracy system of India and grow as responsible citizens of India. (ii) Develop students' whole round personality. (iii) Inculcate creativity, critical thinking, and depth knowledge (iv) Involve students in social activities and cultivate in them sympathy and empathy to the less advantaged members of the society. The election to the college union is conducted on the parliamentary model as per para 6.2.4 of the J.M. Lyngdoh Commission Report. The college union consists of a general council and an executive body. Students' needs are brought into the college principle and to the college council by the union in time, which is timely followed up and resolved. Regular meetings of Students' Union executive members, class representatives and departmental association in charges from students are held to chart the programmes to be organized. Each department of the college has an association to coordinate various student activities. The NCC and the NSS units and other national level voluntary organizations function very effectively in the College.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/college-union/
Upload any additional information	View File

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

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

69

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

5.4 - Alumni Engagement

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

The Alumni Association of our college has been functioning as a supportive organization and playing a vital role in the pursuit of excellence for the progress of our institution. The main aim of the Association is to maintain the link between college and Alumni and share their employment and achievement details. The association supports the institution and contributes to its institutional, academic and infrastructural development. Alumni involvement and contributions has enabled the college to undertake initiatives that would otherwise have not been possible. The Alumni association of the college is active with major chapters in Thiruvananthapuram and the Gulf region including Dubai, Sharjah and Bahrain. However, the association needs to be registered at the earliest. The Alumni of the college conduct meetings or annual conferences where their experience as students, current college related matters and future prospects are discussed. Certain departments organize annual get together of the alumni on department basis. The feedback given by the alumni has always been valuable for the institution. The contributions of the alumni are aimed at the improved functioning and development of the institution.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution envisions itself as a dedicated provider of top-notch, technology-integrated education that fosters well-rounded young adults prepared for careers and equipped to handle the complexities of the globalized world. This includes instilling a strong sense of service, love, and empathy for others. Our mission is to prioritize students, fostering academic excellence and valuable life principles, empowering them to lead productive lives.

The governing body sets major policies, delegating authority to the principal, who then shares it with other college officials. The college council, led by the principal with department heads and elected faculty, guides the college towards its vision and mission. The Internal Quality Assurance Cell plays a key role in continuously improving and maintaining the institution's quality.

The college maintains multiple committees, both statutory and non-statutory, designed to create a safe learning environment. These include various monitoring committees, focused on discipline, preventing ragging, providing counseling, and combating sexual harassment. Each committee is formed democratically, ensuring that every department has a voice within their operation.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/vision-and-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

A two days national seminar in connection with the National
Science Day celebrations was successfully conducted with the
active participation from both faculty and students. The IQAC of
the college decided to organise a two days national seminar
engaging all the science departments of the college. A core
committee, consisting of the Management representative, the
Principal and HODs of all science departments, was formed to
supervise the event. The seminar theme, date, target audience, and
potential challenges were determined by the committee. Based on
identified tasks, various sub-committees were formed, each with
faculty members and student volunteers. Sub committees included
the Registration Committee, Outreach Committee, Hospitality
Committee and the Technical Committee.

The core committee held regular meetings to oversee the progress
of each sub-committee. Decisions regarding specific tasks were
made collaboratively within each sub-committee, fostering a sense
of shared responsibility among participants. The participative
management approach contributed to a high level of commitment,
leading to efficient teamwork and creative solutions. Student
volunteers gained valuable skills in event planning,
communication, and collaboration. Overall, the experience fostered
a stronger sense of community and collaboration within the
college.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/photo-gallery/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Recognizing the need to streamline the day-to-day processes and
improve efficiency, our college embarked on a phased
implementation of Necttoss, a college management software. The
project began with a thorough needs assessment, involving
stakeholders across departments (faculty, administration,
students). Several interactive sessions were organised for the
teaching and non-teaching staff to offer hands on practice on the
software. After successful testing and training, the software was

gradually rolled out to departments. This phased approach ensured a smooth transition and minimized disruption. The software facilitated admissions, course registration, fee management, attendance recording and tracking, and managing students' assignments. Faculty reported increased efficiency and time saved on administrative tasks, while students appreciated the convenience of accessing their information and completing tasks online. The software also generated valuable data, enabling data-driven decision making for continuous improvement within the college.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/Strategic-pl-depl.pdf
Upload any additional information	View File

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

The college administration falls under the Community of St. George, Kottarakara. The organogram of the institution follows a hierarchical structure with the following levels:

Governing Body: This is the apex body responsible for setting the overall direction and policies of the college. It is a seven-member body led by the Manager.

Principal: As the academic and administrative head, the Principal oversees daily operations, reporting to the Governing Body and adhering to University guidelines.

College Council: This council advises the Principal on internal matters, featuring the Principal, administrative staff, department heads, elected faculty, and meeting bi-monthly.

IQAC: Led by the Principal and including representatives from management, faculty, students, parents, alumni, experts, and the community, the IQAC ensures and improves the college's educational quality.

Support Mechanisms: To maintain a safe and inclusive environment,

committees like the Grievance Redressal Cell, Anti-Sexual Harassment Cell, Anti-Ragging Cell, Counselling Cell, and Discipline Committee address student concerns and prevent discrimination.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/governing-body/
Link to Organogram of the institution webpage	https://gregorioscollege.org/organogram/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institutional level welfare measures for teaching and non-teaching staff are listed below. The college decides for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave Encashment, Maternity Leave etc. Duty leave is granted to staff for attending training programmes such as Orientation/ Refresher courses/Short term courses/ Seminars/ Workshops etc.

Adequate support is provided to teachers desirous of pursuing higher studies. The non doctoral teaching staff members are

encouraged to get enrolled for part-time Ph.D program. The mandatory insurance schemes for the benefit of college employees offered by the government are meticulously implemented by the college. Laptops/ Desktops and internet facility are provided to all the departments.

The management and college staff has a joint scheme to provide support to those staff in financial distress and the dependents of those staff who expires while in service. A Multi- Gymnasium with sophisticated fitness gears set up in the college is open to the teaching and non- teaching staff of the college.

A co-operative store is functioning in the campus where stationery items and essential goods are made available at reasonable rates. A well-furnished canteen is functioning in the college. The Staff Association of the College celebrated important festivals, conducted staff picnics, and farewell for our retired staff.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/wp-content/uploads/2024/05/6.3.1-additional-information-1.pdf
Upload any additional information	View File

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

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

10

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

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

1. Self-Appraisal Form: The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance based Appraisal System(PBAS) for promotions . A self-appraisal form has to be filled up by all the teachers after the format prescribed by the UGC, at the end of each academic year. The PBAS proforma filled by the faculty member is checked and verified by the Heads of the Departments, followed by the IQAC Co-Ordinator and forwarded to the Principal for appropriate proceedings. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

2. Teacher's Diary: All teachers are provided with a Teacher's Diary in which they have to record details of the daily academic activity. This is periodically checked and verified by the HOD and the Principal.

3. Feedback: Another method resorted for the assessment of teacher effectiveness is feedback and evaluation by students. The schedules collected from the students are processed by the IQAC subcommittee and a report is submitted to the Principal.

Non- teaching staff: The work performance of the non-teaching staff is jointly supervised by the office Superintendent and the Principal

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2022/08/PBAS-2021-DCE-Guidelines.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal audit processes within the college are structured to uphold rigorous financial controls and accountability. Tasks are segregated to ensure independent cross-verification, promoting transparency and accuracy. The designated officer meticulously reviews all college activities and validates financial information while maintaining prudent expenditure management practices. Cost-

effectiveness is ensured through soliciting quotations and comparing prices, overseen by a Purchase Committee.

Audit by the Chartered accountant: Government and UGC grants are submitted for an audit by a chartered accountant. The statement of accounts after the audit procedure is submitted to the appropriate sanctioning authority along with the utilisation certificate provided by the Chartered Accountant.

Audit by the Directorate of Collegiate Education: The Directorate of Collegiate Education conducts annual audits, with a focus on financial transactions involving public funds. Clearing audit objections is necessary for accounts settlement.

Audit of Accountant General, Kerala: The Accountant General of Kerala performs regular audits to examine governmental fund usage thoroughly.

Audit of funds obtained from non-governmental sources: Funds from non-governmental sources also undergo scrutiny. Internal audits of management funds are overseen by a Council member, while financial statements are audited by qualified chartered accountants. These audit processes ensure financial integrity and compliance within the college's operations.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/Audit-Report-2022-23.pdf
Upload any additional information	View File

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

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

0

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

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

The institution prides itself on a sophisticated financial management system, drawing funds from diverse sources like the state, alumni, and grants.

• Their goal is to enhance financial capacity through various means such as interest from corpus funds, overhead charges from research grants, and governmental support.

• The institution prioritizes in recognizing academic pursuits that generate income, encouraging faculty to innovate in fundraising, and maximizing available resources.

• Faculty members actively engage in fund-supported events and seek unpaid contributions while advocating for sponsorships and donations.

• Collaboration with commercial entities is sought to generate capital, and faculty participation in infrastructure projects is supported.

• The institution emphasizes alumni and PTA volunteerism, acknowledging and supporting fundraising efforts.

Optimal utilization of resources: Adequate funding is allocated to support impactful teaching and learning methods, including training sessions, workshops, and interdisciplinary initiatives. The budget covers operational costs, administrative expenses, and asset upkeep. Funds are dedicated annually to enhance library resources. Sufficient resources are allocated for infrastructure development and maintenance. Some funds are earmarked for community development and social welfare initiatives.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/policy-documents/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Practice 1: Research Scholars' Conclave

To promote research aptitude, the IQAC, alongside the Research and Development Cell, organises an annual Researchers' Conclave. Attendance at the event is open to all research guides and research scholars of the institution. The conclave features lectures either by a research scholar from the institution, or from an external expert. The topics may range from emerging research trends to socially pertinent themes that can be appreciated by scholars from diverse academic backgrounds. As part of this year's programme, the Department of Commerce organized a One Day Research Methodology Workshop on "Data Analysis using SPSS."

Practice 2: Action Plan for Infrastructural Upgradation

The IQAC strives to provide all amenities necessary to meet the ever-evolving needs of students. IQAC periodically identifies infrastructural resources that are in need of development. It then lays down action plans and coordinates efforts so that the development activities can be completed efficiently. This year, the IQAC prepared and presented an action plan for the establishment of outdoor cricket nets on the college ground. Stakeholders, including the Management, PTA, and Physical Education Department approved the plan and initiated necessary follow up actions.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar
Upload any additional information	View File

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

Practice 1: Department-wise Result Analysis

The IQAC facilitates periodic reviews of the academic performance of students. After the publication of the University examination results each semester, the IQAC coordinator convenes a meeting with the Principal and Heads of departments. The HoDs present a result analysis report of their respective departments. If the pass percentage in any particular subject is low, the IQAC seeks reasons for the same and suggests corrective measures to help underperforming students improve their results.

Practice 2: Invited Lectures by External Subject Experts

The IQAC enjoins all departments to invite eminent academicians from outside the institution to deliver special lectures for our students. The lectures may be based on topics already prescribed in the syllabus, or can concern emerging opportunities, notable research trends, methodologies, etc. Through such lectures, students can improve their understanding of various topics in their programme of study, gain awareness of research and employment opportunities in their field, and become exposed to new teaching strategies. During the present academic year, various invited lectures have been organized by different departments in association with the IQAC.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gregorioscollege.org/uploads/2024/04/ANNUAL-REPORT-22-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

St. Gregorios College Kottarakkara aims for gender equity and justice, focusing on female student satisfaction through policies and initiatives, hosting awareness sessions in 2022. Manushya Changala, established by NSS volunteers, is set to host a lecture on November 26, 2022, to promote global efforts to end violence against women and girls, as part of the International Day for the Elimination of Violence Against Women.. Career guidance classes

for civil service aspirants conducted by civil service academy organized by Career Guidance and counselling cell on 21 November 2022. Anxiety and Stress Management organized by Counselling unit on 9 December 2022. Personality Development classes were also organized by Counselling Unit on13 January 2023.

The Women's Study Unit (WSU) officially launched its club on November 25, 2022, and during the Onam holiday, WSU organized competitions, cultural events, and presented Sparsam and Swasthya schemes, promoting wellbeing and financial aid. The Women's Study Unit, Haritha Keralam Mission, and IQAC held a workshop on creating environmentally friendly paper pens and promoting women's empowerment, collaborating with the University of Kerala's Center for Women's Studies

File Description	Documents
Annual gender sensitization action plan	https://gregorioscollege.org/action-plan/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gregorioscollege.org/uploads/2024/02/7.1.1.-Gender-equity-programmes.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institution has a strategy in place to continuously maintain a

spotless, eco-friendly, and plastic-free campus in compliance with state government regulations. Employees and students alike oppose using plastic for single-use items. They have been told to utilize steel lunch boxes and water bottles instead of plastic ones. Every event uses eco-friendly flexes and banners. On various functions, food and drinks is served on paper plates and paper cups. Biodegradable trash is put in green canisters and utilized by the college'sbiogas plant; non-biodegradable waste is put in blue containers and then delivered to the local governing authority for recycling. The Women's Study Unit, in association with the Haritha Keralam Mission and the college IQAC, organized a practical workshop on the production of environmentally friendly paper pens on December 13, 2022. Three incinerators—two electric and one manual—for burning used sanitary pads are located next to the women& s toilet. Their was a deal with a local scrap dealer, allows the college to dispose of its non-recyclable electronic debris.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered**

vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

of reading material, screen   **reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	<u>View File</u>

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

The institution strives to promote amongst students, an appreciation for the plurality and multiculturalism intrinsic to the Indian nation, while also encouraging them to cultivate a high regard for their own regional and cultural heritage. The notions of unity in plurality and acceptance of differences are central to our ethos. This message is amplified amongst the student community by means of a number of programmes conducted on campus.

The NSS unit of our college organised hair donation camps, hair donation awareness campaigns, medical equipment donation, cloth donation, wig donation and extensively participated in various cleaning activities where the preservation and the proper maintenance is required to sustain the living organisms and observed world environment day, forest day, ozone day etc. The NCC unit of our college observed World no tobacco day, International Yoga Day, world earth hour day, world environment day, Kargil Vijay divas etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	**No File Uploaded**

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

St. Gregorios College is committed to instilling constitutional values and creating responsible citizens. Days of national importance like Independence Day, National Unity Day, Republic Day, Kargil Vijay Diwas, Army Day, Gandhi Jayanthi were celebrated. Several days related to environmental protection were also judiciously observed like World Environment Day, International Day of Forests, World Wildlife Week, World Zoonoses Day and World Firefly Day. Several days related to the rights and values were also observed with enthusiasm – International Day of Elimination of Violence Against Women, Human Rights Day etc. The college conducted several activities both outside and inside the college in collaboration with local bodies for educating the general public and the college community about the constitution. Various lectures on the constitution, recitations of the preamble of the constitution and distribution of pamphlets on the constitution were arranged. The college thus became a part of the efforts of Kollam district in retaining its status as the first constitution literate district in India. The curriculum also includes courses that promote awareness about constitutional values, rights, duties and responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gregorioscollege.org/wp-content/uploads/2024/05/7.1.9-values-1.pdf
Any other relevant information	https://gregorioscollege.org/wp-content/uploads/2024/05/7.1.9-syllabus-1-1.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   **A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

St. Gregorios College observed national and international commemorative days, events and festivals during the year. Independence Day events were organized by NSS, NCC and the Department of Politics. Republic Day was observed by NSS and NCC. The NSS unit celebrated Independence Day, NSS Day, Gandhi Jayanthi, Republic Day, Martyr's Day, Unity Day, Human Rights Day, Reading Week, Yoga Day, Kerala Piravi Day, Children's Day, SIPC day, AIDS day and World Bicycle Day. The Department of Zoology and Forestry Club observed the International Forest Day. World Environment Day was observed by NCC and Dept of Zoology. The NCC also celebrated International Yoga Day, Anti-Drug Day, Kargil Vijay Diwas, NCC day, Army Day, and World Earth Hour Day. World Snake Day was observed by the Dept of Zoology. National Science Day was observed by Dept of Physics. Dept of Politics organized the remembrance of the National Law Day. Bhoomithra Sena club celebrated various days associated with the environment including World Environment Day, World Wildlife Week, International Day of Forests, World Firefly Day, World Ozone Day, World Wetland Day and World Zoonoses Day. All the departments participated in the Onam and Christmas festivities organized by the Women's Study Unit.

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

7.2 - Best Practices

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

`Best Practice I –St. Gregorios Digi -Campus.`

`Necttos facilitates automation of office administration, academic documentation, and e-governance, offering a range of e-document functionalities crucial for colleges. From online teaching and examinations to quality assessment, internal marking, assignment submissions, attendance monitoring, fee collection, accounting, website upkeep, social media engagement, and alumni management, Necttos covers it all. With Necttos, users enjoy enhanced efficiency and convenience without compromising on quality, empowering them to navigate their responsibilities effortlessly in the digital age.`

`Best Practice II –Naipunya`

`St. Gregorios College is committed to implementing specialized syllabi, teaching methodologies, and educational aids to enhance the learning experiences of differently abled students. This includes the installation of ramps and rails designed specifically for use by blind and physically handicapped individuals, as well as the provision of clear signals and symbols throughout the campus to aid navigation. Additionally, main entry and exit points are designed to be easily identifiable and accessible to all. During examinations, the college facilitates the use of scribes for disabled students to ensure fair assessment. Wheelchair-accessible lifts are strategically positioned near entrances, accompanied by adequate parking both inside and outside the building, to further facilitate mobility for individuals with disabilities.`

File Description	Documents
Best practices in the Institutional website	https://gregorioscollege.org/2022-2023/
Any other relevant information	https://gregorioscollege.org/wp-content/uploads/2024/05/7.2.RELEVANT-INFOR-MERGED-1.pdf

7.3 - Institutional Distinctiveness

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

St. Gregorios College is dedicated to shaping young individuals from diverse backgrounds into capable and resilient individuals. Guided by the motto "Study, Serve, Sanctify in God," our institution is committed to providing affordable, high-quality education to a varied student body. We prioritize accessibility, affordability, inclusivity, and academic flexibility to foster an enriching environment for young women, ensuring their intellectual, emotional, psychological, physical, economic, spiritual, and cultural well-being. Our curriculum is designed to uncover students' latent talents and help them recognize their skill sets, facilitating the development of successful personalities. We offer continuous support to all students and provide effective career management programs to identify and guide their potential. Our vision encompasses the cultivation of sportsmanship, integrity, and values, aiming to nurture students into strong, virtuous members of society in all facets of life. At our college, a wide array of activities is organized to enhance students' academic and overall growth, instilling in them a sense of social responsibility and preparing them to become contributing members of society.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college works out its curricular schedules in accordance with the syllabus designed by the University of Kerala. The consequential features of the execution of the curriculum are discussed in the College Council. The College Council devises the College Calendar in accordance with the University Calendar, when instructed by the Principal. The students are apprised of the academic schedules of the following year through the college handbook, which is provided to them in the beginning of each academic year. The IQAC ensures that the curriculum is implemented well across this institution

The college maintains an organized and efficient master time table. Extensive curriculum discussions in departmental meetings pave way to the departmental timetable. Every department organizes bridge courses and an orientation programme to induct the new students into the new curriculum system. This aids the students to fill in their knowledge gaps and to boost their confidence into the latest mode of learning. Besides this, the internal exams, evaluation techniques like seminars, assignments and viva are routinely used to enhance the quality of curriculum delivery.

The college library extends the curricular learning through various journals, e-learning and computing resources platform. The teachers also exercise the usage of Moodle, YouTube, Google Classroom and Google Meet to further facilitate the reach of education apart from Classroom.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://gregorios.infrastruct.in/

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

The foundation of our institution's semester wise academic activities is laid upon the academic calendar of the university. With the publication of the college calendar, the university calendar is followed through.

At the genesis of every new academic year, the College Level Monitoring Committee (CLMC) is established by the principal for the smooth sailing of the year-long activities.

The CLMC ensures the proper functioning of the academic schedules. This is also in accordance with the guidelines and the recommendations made by the university for the efficient conduct of CBCSS. In addition to it, the committee guarantee the impartiality and objectivity of the Continuous Internal Evaluation (CIE) process.

Every department has the Department Level Monitoring Committee (DLMC) comprising all the faculty members of their respective departments. This committee is chaired by the department chair or a senior faculty member. To ensure with the conduct of the internal examination schedule, resolving student grievances and uploading internal marks, the DLMC works hand in hand with the CLMC.

Internal assessments are conducted in every stream and the results are promptly published. After the review by the faculty, the HOD and the Principal, the results are uploaded in the university portal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://exams.keralauniversity.ac.in/

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

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

53

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

1.3 - Curriculum Enrichment

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

The curriculum that is recommended by universities effectively incorporates the four fundamental components of professional ethics, namely gender, human values, environment, and sustainability, into its teaching methodologies. The English-language programs effectively raise awareness of the previously identified difficulties. Professional ethics and civility are two of the program's key topics. The college's motto reflects the human ideals of fairness, integrity, and discipline, which are supported in all endeavours. Curriculum classes for language programs address human values. Students have the opportunity to learn important lessons, such work ethics, that they can apply to their particular future careers through the activities organized by various groups. Humanities courses aggressively promote awareness of gender inequality as an issue and the need to eradicate gender prejudice.

Information regarding women's empowerment can be shared in the women's studies unit. Together, the N.S.S. and N.C.C. work to create a community of responsible, compassionate, and well-behaved students. t is essential to instil in students the importance of conserving the environment and using resources in a way that is acceptable in society. The focus of each and every science course is the individual's responsibility for applying scientific knowledge to sustainable resource management.

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

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

14

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

455

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**B. Any 3 of the above**

institution from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://gregorioscollege.org/2022-2023-2/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gregorioscollege.org/2022-2023-2/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

383

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

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

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

54

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

2.2 - Catering to Student Diversity

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

Every year, the college identifies slow and advanced learners based on their academic performance in the qualifying exam, as well as their performance in an entry level test and interview. Students who score 75% and above are classified as advanced learners, while those with scores between 50-75% are considered medium learners, and those with scores below 50% are categorized as slow learners. To support the different learning needs of these groups, various programmes are provided. Remedial classes and bridge courses are offered to slow learners, while counselling sessions are provided for advanced learners. The Language lab is available to all students to improve listening and speaking skills through exposure to native English accents. For slow learners, the mentor-mentee system assigns a specified number of students to each teacher, who then identifies slow learners through interactions and observations during regular classroom sessions and assessments. Teachers employ ICT enabled instructional techniques and encourage peer teaching. For advanced learners, the college endeavours to foster research aptitude by providing guidance for student projects, seminars and career coaching classes. The Departments of Chemistryoffers JAM coaching for undergraduate students.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/criteria-ii/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1216	66

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The academic programmes in the student centric learning methods are constantly made use of in the teaching learning process. The class room becomes the comprehensive vantage point where students get access to real time knowledge when they take up the role of instructor. This is made possible through the seminars presented by each student and thus becomes the most effective means of "learning by doing" in addition to building team spirit and enhancing communication skills. The institution conducts laboratory tutorials for science disciplines and language labs to develop analytical skills and passion for scientific research. Bio diversity study tour, tree sapling planting programme, environment awareness campaign, conducted workshops on Research methodology on various departments, as a part of independence day, celebration film shows, inter departmental quiz competitions etc were conducted during 2022-23. National seminar was organised by chemistry department on career opportunities in the department of atomic energy. various eminent persons were invited by the departments for the talk series.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gregorioscollege.org/?s=national+seminar

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

Information Technology is the need of the era, hence such means are employed in the dissemination and transfer of teaching and learning materials. Power point presentations help in gathering the full attention and participation of the learners. Projects and research papers of the teachers are sent to their wards via

email. The college maintains a self-maintained cloud based learning management system Moodle, to cater to the teaching, learning and evaluation needs of the students and teachers. With their login credentials students and teachers can access their facility from https://gregorios.infrastruct.in/. All the teaching departments make use of ICT facilities in the college. Tally and Latex are provided for students of B. Com with Computer Applications. LATEX and Python training are given to UG and PG Mathematics students. The college prides itself in the state-of-the-art language laboratory with digital facilities attached to the Department of English. Praxis for various vocational courses is provided. It also helps to improve oral communication and linguistic competence of the students. Access to national and international research journals, e books etc. through INFLIBNET is provided to research/ postgraduate students through the college library.

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

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

2.3.3.1 - Number of mentors

66

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

2.4 - Teacher Profile and Quality

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

66

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

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

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

424

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

2.5 - Evaluation Process and Reforms

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

The assessment pattern in respect of internal and external assessment is specified in the rules and regulations for CBCS. Effective steps are taken to organize Continuous Internal Evaluation (CIE) with the objective of helping students to attain the course outcomes and programme outcomes for each course. Assessment includes assignments, seminars, projects, and test papers. The functions of the Department Level Monitoring Committee (DLMC) Preparing and maintaining records of internal examinations in the department. Organising open house meetings with students and parents giving better attention to low performers Conducting model practical sessions and mock viva to enhance student skills. The College Level Monitoring Committee (CLMC), consists of members of the College council, heads of departments and teacher coordinators, constituted according to University guidelines. The CLMC coordinator is nominated by the general body of teachers and appointed by the Principal. The activities of the CLMC are: Creating awareness among new first year students regarding internal assessment. Implementation of the open course for each programme, in the fifth semester. Organising end-semester internal examinations and retests for absentees Publishing results and addressing grievances regarding CIE

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1ybkbCQzu VMLyiW4PuGsH36d7YTm3sfjP/view

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

The institution plans and conducts Continuous Internal Evaluation in a systematic manner. The process is participatory, and transparent on account of regular interaction between students and teachers. The college has an effective mechanism for addressing student grievances. Under the supervision of the CLMC coordinator, internal examinations are conducted properly and the results are published. The absentees are permitted to reappear in the examination after their first appeal in Department Level Monitoring Committee and then in CLMC. The procedure for addressing students' grievances is outlined below. Departmental level: The students can submit written complaints along with supporting documents on any grievance on CIE to the DLMC. The committee makes necessary

enquiries and decisions taken are intimated to the complainant. College level: In case a student is not satisfied with the decisions of DLMC, there is provision to approach the CLMC. The committee then considers the genuineness of the complaint and takes appropriate decisions, in the interests of transparency and fairness. University level: A student can appeal to the University Level Monitoring Committee in respect of the grievance through the principal. It is the University Level Monitoring Committee that takes the final decision, including correction in the marks scored

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college uses Programme Outcomes (POs), Programme-Specific Outcomes (PSOs), and Course Outcomes (COs) to clearly define the learning objectives of each instructional procedure, including knowledge, skills, values, and attitudes that students are expected to acquire by the end of the course. The University provides these outcomes, and the IQAC is responsible for ensuring that they are available on the college website for both students and teachers. At the beginning of each semester, teachers explain the structure of the course and conduct orientation sessions to newly admitted students, covering details of the syllabus, instructional strategies, and assessment methods. The curriculum delivery is carefully planned, considering the needs and abilities of the students, to optimize the outcomes of each course. Assignments and projects are designed based on learning objectives. Programmes and courses are evaluated through student satisfaction surveys, as well as internal and external audits, to identify areas for improvement and ensure that the desired outcomes are achieved.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gregorioscollege.org/popsoco-2/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The evaluation of program outcomes and course outcomes is crucial for ensuring that students achieve the intended learning objectives.

• Alignment with University Criteria: The institution ensures that its evaluation methodology aligns with the criteria set by the affiliating University.

• Responsibility of Teachers: Teachers play a central role in evaluating POs and Cos.

Methods of Evaluation:

I. Formative Evaluation:It helps to identify students' strengths and weaknesses, informs instructional decisions, and promotes continuous improvement.

Formative evaluation constitutes the following elements: - Written Examinations - Assignments - Seminars:

-Reports of Industrial Visits and Internships: Students write reports based on their experiences during industrial visits and internships.

II. Summative Evaluation: Summative evaluation occurs at the end of a course or program and aims to assess students' overall achievement of learning outcomes. It provides a final measure of students' performance and informs decisions related to grading and certification.

Summative evaluation consists of the following:

Projects &Viva Voce Examinations.

University Examinations: End-of-semester examinations conducted by the University provides an external assessment of students' attainment of POs and Cos. These examinations are standardized and contribute to the overall evaluation of students' academic performance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

281

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://gregorioscollege.org/annual-report/

2.7 - Student Satisfaction Survey

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

https://gregorioscollege.org/uploads/2024/02/SSS2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

A one-day National seminar was organized by the department of Chemistry, St. Gregorios College, Kottarakara on 02.02.2023 on the topic, "Career opportunities in the department of Atomic Energy" by Nair Abhijith Ravindranath, Scientific officer, IGCAR, Kalpakom.The seminar dealt with the aspects of Research and development for the peaceful uses of atomic energy. It also highlighted the identification and processing of atomic resources and opportunities of nuclear power plants.

Apart from this, the department of Zoology in assosiation with IQAC, organized a field visit to apiculture farm so as to gain practical knowledge regarding beekeeping andaware of the essential beekeeping tools, bee brushes etc. This visit was conducted on 11.02.2003 to the Bee farm at Palamattom, Pathanamthitta and Gilayad honeybee farm & royal honey processing plant, Kalanjoor. This visit provided hands- on experience regarding the different aspects of beekeeping.

The IQAC of St. Gregorios College, Kottarakara organized National seminar, as part of the National Science Day celebrations 2023. All the Science departments organized invited talk on Research aspects. The research scholars, post graduate and graduate students from our college as well as different colleges participated in the seminar. They interacted with the resource persons and it was very effective in creating a scientific temper among the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar

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

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

5

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

4

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

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

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

22

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

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

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

6

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

3.4 - Extension Activities

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

St. Gregorio's College, Kottarakkara provides comprehensive education to all students. The college plays a major role in making the students socially responsible and civic minded. To achieve this objective, the college also emphasizes social engagement through its NCC and NSS units.

The NCC unit of St.Gregorios College, Kottarakara has organized a myriad of social and health-centric activities such as the celebration of World Environment Day, International Yoga Day, Puneet Sagar Abhiyan, Swatcha Hi Seva, World Earth Hour Day, Cleaning drive programmes, World No Tobacco Day, Blood Donation Camps, Human Bond programme, Anti Drug Day, NCC Day, Independence Day, Army Day, Kargil Vijay Diwas, Republic Day etc. with the active participation of cadets and college administration.

The NSS unit also conducted various initiatives like Vimukthi Training Programmes, Awareness sessions on Anti-Intoxication and Judicial Protection, Campaigns on Career Guidance and Road Safety, Prevention of Abuse Against Women, Exhibitions, Various Surveys and Orientations, Wall Paintings, Poster making, Freedom Wall, Dramas, Residential camps, Nature and Adventure camps, Flash mob, Manushyachangala, Unity Run and Rally, Street Play, De-addiction Centre Visit, Short Film Making, Asaad Sena Unit Formation, District Level Workshops, University Level and District Level Palliative Training, Medical Camps such as Blood Donation Camp, Hair Donation Camp, Eye Care Camps, Medical

Equipment Donation, Menstrual Hygiene Empowerment, Cloth Donation etc and honoring days like World Environment Day, World Ozone Day, NSS Day, Independence day and Republic Day.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/nss-report-22-23.pdf
Upload any additional information	View File

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

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

3

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

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

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

83

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

308

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

18

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college provides quality educational infrastructure for better instruction and student outcomes. The campus has four blocks including three academic blocks and one administrative block. There are 42 classrooms including thirteen ICT enabled ones. Under the supervision of various departments 50 computers are in use. There are four smart classrooms, twelve DST-FIST supported science laboratories, six computer labs and an English Language lab with 16 desktop computers The campus has Wi-Fi connectivity facilitated by six Fibre to Home Connections (FTTH); one broadband connection and solar powered modems. There is an air-conditioned Central Computer lab with 60 desktop computers and a projector. The college has a public address system, 'Gregorian radio'. Thescience laboratories, NCC room, Sports centre, staff rooms, College office, Principal's room, IQAC room and Examination Control room have internet facilities with uninterrupted power supply. The central library provides above 35,000 books, INFLIBNET, fifteen computers with internet and reprographic facilities. There are two seminar halls and a sound proof digital theatre to exhibit videos. A botanical garden, butterfly garden, fungal herbarium, ornamental fish tank and a botanical museum prevails in the

college. The college has a well-furnished examination hall with a seating capacity of five hundred.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gregorioscollege.org/infrastructure/

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

The institution boasts ample facilities for cultural activities, sports, and games. These include an open stage utilized for diverse events, an auditorium situated on the first floor of D block primarily for general programs, seminar halls within PG departments, and spacious classrooms utilized for arts and literary competitions. Additionally, a Digital theatre screens short films and documentaries. Outdoor courts for sports encompass a Basketball court adhering to international standards, a Sevens Football court, a Volleyball court, and a Kabbadi court. The football ground also serves as a venue for various track and field events. A well-equipped multi-gymnasium, indoor game facilities, and a designated yoga area in B block cater to fitness activities. Furthermore, ten bicycles are available for female students' use. Notably, a Kathakali museum showcases numerous display items and paintings, while office and storage spaces are allocated for NCC and NSS units. Moreover, a shooting range fulfills the training requirements of the NCC Army unit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gregorioscollege.org/infrastructure/

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

18

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

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

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

11.8

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

4.2 - Library as a Learning Resource

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

The General Library of the institution located in the first floor of Rev. Mathew P. Koshy memorial block, is easily accessible for all. The library was established in 1964, at the inception of the college itself and has been providing professionalized assistance to students and faculty in their academic activities. It has been renovated recently as part of institution's policy to create better academic ambience by providing modernized library services. The library occupies a total carpet area of 5000 square feet with a seating capacity of 150 and spacious stack-rooms. It has a separate reference area with a seating capacity of 30 students.

The library has a good collection of more than 35000 printed

books and a significant number of books and journals are added every year. It subscribes a number of leading periodicals and newspapers. The college has been a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources. It provides web-based services including access to e-books, e-journals, and research database, which providers more than 6000 online journals and thousands of e-books. Library is fully automated with LIBSOFT, since 2004 (version 5.1). This ILMS follows International Library Standard protocols for entries ensuring user-friendly interface both in document searching and technical processing. Library facilitates Web-OPAC, which provides remote access to the users. The automated Gate Register facilities of the software manage the daily visits to the library and provide usage statistics on all categories of visitors

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://gregorioscollege.org/library-2/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

1.82

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

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

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

130

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

4.3 - IT Infrastructure

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

To enhance computer resources, 16 new processors, motherboards, and RAMs were acquired, serving to upgrade existing systems and assemble new ones. Additionally, the college library now benefits from a Fuji SV 600 Book scanner, facilitating efficient document scanning and uploading. Furthermore, an in-house Moodle platform supports online learning and undergoes yearly maintenance through contractual arrangements.

The computer lab features 60 interconnected systems for student use, linked via LAN through a server, and supported by uninterrupted power supply via a 10 KV inverter. Moreover, there are 81 computers distributed across various other labs and research centers for student utilization.

Notably, the college boasts a fully air-conditioned and soundproof Digital theater, outfitted with a 75-inch LED Smart Android TV, an audio system, three BENQ interactive smart displays, and a Multimedia Full HD projector.

Comprehensive WIFI coverage extends throughout the college premises, bolstered by six 100 MBPS Fiber to Home Connections

(FTTH) and one broadband connection. Additionally, nine solar-powered Tenda Dual Band Gigabit Wi-Fi Routers complement the six original FTTH modems

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gregorioscollege.org/ict-facilities/

4.3.2 - Number of Computers

141

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

2.39

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Manager and Administrator share responsibility for the development and upkeep of campus infrastructure. Department heads forward maintenance and facility utilization requests to the Principal. Lab assistants typically handle servicing of mechanical appliances and laboratory equipment, while service providers manage routine maintenance of sophisticated machinery. Urgent service requests or supply needs like chemicals or stationery are addressed directly by the Principal. Plumbers, electricians, gardeners, and cleaning staff are contracted as needed.

A full-time mechanic assists with servicing science lab equipment. Campus cleanliness is upheld by janitorial staff and hired workers. Closed-circuit cameras, linked to a server in the Principal's office, enhance security. The college website is maintained by an external service provider.

The Library Advisory Committee and the Librarian oversee library usage and maintenance. Annual stock verification is conducted by committees appointed by the Principal. Sports facilities are utilized by students under the supervision of the Physical Education instructor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gregorioscollege.org/infrastructure/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

852

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

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

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

53

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

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

File Description	Documents
Link to Institutional website	https://gregorioscollege.org/wp-content/uploads/2023/03/5.1.3-Capability-building-and-skill-initiatives-for-website.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

251

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

251

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

46

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

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

5.2.2.1 - Number of outgoing student progression to higher education

44

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

government examinations)

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

35

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The active participation of students is ensured in the college administration through the Students' Union, department

associations, clubs and various cells. The College Union of students is constituted with the following objectives: (i) To have an in-depth and practical understanding of the parliamentary democracy system of India and grow as responsible citizens of India. (ii) Develop students' whole round personality. (iii) Inculcate creativity, critical thinking, and depth knowledge (iv) Involve students in social activities and cultivate in them sympathy and empathy to the less advantaged members of the society. The election to the college union is conducted on the parliamentary model as per para 6.2.4 of the J.M. Lyngdoh Commission Report. The college union consists of a general council and an executive body. Students' needs are brought into the college principle and to the college council by the union in time, which is timely followed up and resolved. Regular meetings of Students' Union executive members, class representatives and departmental association in charges from students are held to chart the programmes to be organized. Each department of the college has an association to coordinate various student activities. The NCC and the NSS units and other national level voluntary organizations function very effectively in the College.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/college-union/
Upload any additional information	View File

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

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

69

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

5.4 - Alumni Engagement

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

The Alumni Association of our college has been functioning as a supportive organization and playing a vital role in the pursuit of excellence for the progress of our institution. The main aim of the Association is to maintain the link between college and Alumni and share their employment and achievement details. The association supports the institution and contributes to its institutional, academic and infrastructural development. Alumni involvement and contributions has enabled the college to undertake initiatives that would otherwise have not been possible. The Alumni association of the college is active with major chapters in Thiruvananthapuram and the Gulf region including Dubai, Sharjah and Bahrain. However, the association needs to be registered at the earliest. The Alumni of the college conduct meetings or annual conferences where their experience as students, current college related matters and future prospects are discussed. Certain departments organize annual get together of the alumni on department basis. The feedback given by the alumni has always been valuable for the institution. The contributions of the alumni are aimed at the improved functioning and development of the institution.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution envisions itself as a dedicated provider of top-notch, technology-integrated education that fosters well-rounded young adults prepared for careers and equipped to handle the complexities of the globalized world. This includes instilling a strong sense of service, love, and empathy for others. Our mission is to prioritize students, fostering academic excellence and valuable life principles, empowering them to lead productive lives.

The governing body sets major policies, delegating authority to the principal, who then shares it with other college officials. The college council, led by the principal with department heads and elected faculty, guides the college towards its vision and mission. The Internal Quality Assurance Cell plays a key role in continuously improving and maintaining the institution's quality.

The college maintains multiple committees, both statutory and non-statutory, designed to create a safe learning environment. These include various monitoring committees, focused on discipline, preventing ragging, providing counseling, and combating sexual harassment. Each committee is formed democratically, ensuring that every department has a voice within their operation.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/vision-and-mission/
Upload any additional information	View File

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

A two days national seminar in connection with the National Science Day celebrations was successfully conducted with the active participation from both faculty and students. The IQAC of the college decided to organise a two days national seminar engaging all the science departments of the college. A core committee, consisting of the Management representative, the Principal and HODs of all science departments, was formed to supervise the event. The seminar theme, date, target audience, and potential challenges were determined by the committee. Based on identified tasks, various sub-committees were formed, each with faculty members and student volunteers. Sub committees included the Registration Committee, Outreach Committee, Hospitality Committee and the Technical Committee.

The core committee held regular meetings to oversee the progress of each sub-committee. Decisions regarding specific tasks were made collaboratively within each sub-committee, fostering a sense of shared responsibility among participants. The participative management approach contributed to a high level of commitment, leading to efficient teamwork and creative solutions. Student volunteers gained valuable skills in event planning, communication, and collaboration. Overall, the experience fostered a stronger sense of community and collaboration within the college.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/photo-gallery/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Recognizing the need to streamline the day-to-day processes and improve efficiency, our college embarked on a phased implementation of Necttoss, a college management software. The project began with a thorough needs assessment, involving stakeholders across departments (faculty, administration, students). Several interactive sessions were organised for the teaching and non-teaching staff to offer hands on practice on

the software. After successful testing and training, the software was gradually rolled out to departments. This phased approach ensured a smooth transition and minimized disruption. The software facilitated admissions, course registration, fee management, attendance recording and tracking, and managing students' assignments. Faculty reported increased efficiency and time saved on administrative tasks, while students appreciated the convenience of accessing their information and completing tasks online. The software also generated valuable data, enabling data-driven decision making for continuous improvement within the college.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/Strategic-pl-depl.pdf
Upload any additional information	View File

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

The college administration falls under the Community of St. George, Kottarakara. The organogram of the institution follows a hierarchical structure with the following levels:

Governing Body: This is the apex body responsible for setting the overall direction and policies of the college. It is a seven-member body led by the Manager.

Principal: As the academic and administrative head, the Principal oversees daily operations, reporting to the Governing Body and adhering to University guidelines.

College Council: This council advises the Principal on internal matters, featuring the Principal, administrative staff, department heads, elected faculty, and meeting bi-monthly.

IQAC: Led by the Principal and including representatives from management, faculty, students, parents, alumni, experts, and the community, the IQAC ensures and improves the college's educational quality.

Support Mechanisms: To maintain a safe and inclusive environment, committees like the Grievance Redressal Cell, Anti-Sexual Harassment Cell, Anti-Ragging Cell, Counselling Cell, and Discipline Committee address student concerns and prevent discrimination.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/governing-body/
Link to Organogram of the institution webpage	https://gregorioscollege.org/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The institutional level welfare measures for teaching and non-teaching staff are listed below. The college decides for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave Encashment, Maternity Leave etc. Duty leave is granted to staff for attending training programmes such as Orientation/ Refresher courses/Short term courses/ Seminars/ Workshops etc.

Adequate support is provided to teachers desirous of pursuing

higher studies. The non doctoral teaching staff members are encouraged to get enrolled for part-time Ph.D program. The mandatory insurance schemes for the benefit of college employees offered by the government are meticulously implemented by the college. Laptops/ Desktops and internet facility are provided to all the departments.

The management and college staff has a joint scheme to provide support to those staff in financial distress and the dependents of those staff who expires while in service. A Multi- Gymnasium with sophisticated fitness gears set up in the college is open to the teaching and non- teaching staff of the college.

A co-operative store is functioning in the campus where stationery items and essential goods are made available at reasonable rates. A well-furnished canteen is functioning in the college. The Staff Association of the College celebrated important festivals, conducted staff picnics, and farewell for our retired staff.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/wp-content/uploads/2024/05/6.3.1-additional-information-1.pdf
Upload any additional information	View File

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

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

10

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

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	[View File](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

1. Self-Appraisal Form: The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance based Appraisal System(PBAS) for promotions . A self-appraisal form has to be filled up by all the teachers after the format prescribed by the UGC, at the end of each academic year. The PBAS proforma filled by the faculty member is checked and verified by the Heads of the Departments, followed by the IQAC Co-Ordinator and forwarded to the Principal for appropriate proceedings. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

2. Teacher's Diary: All teachers are provided with a Teacher's Diary in which they have to record details of the daily academic activity. This is periodically checked and verified by the HOD and the Principal.

3. Feedback: Another method resorted for the assessment of teacher effectiveness is feedback and evaluation by students. The schedules collected from the students are processed by the IQAC subcommittee and a report is submitted to the Principal.

Non- teaching staff: The work performance of the non-teaching staff is jointly supervised by the office Superintendent and the Principal

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2022/08/PBAS-2021-DCE-Guidelines.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal audit processes within the college are structured to uphold rigorous financial controls and accountability. Tasks are segregated to ensure independent cross-verification, promoting transparency and accuracy. The designated officer meticulously reviews all college activities and validates financial information while maintaining prudent expenditure management practices. Cost-effectiveness is ensured through soliciting quotations and comparing prices, overseen by a Purchase Committee.

Audit by the Chartered accountant: Government and UGC grants are submitted for an audit by a chartered accountant. The statement of accounts after the audit procedure is submitted to the appropriate sanctioning authority along with the utilisation certificate provided by the Chartered Accountant.

Audit by the Directorate of Collegiate Education: The Directorate of Collegiate Education conducts annual audits, with a focus on financial transactions involving public funds. Clearing audit objections is necessary for accounts settlement.

Audit of Accountant General, Kerala: The Accountant General of Kerala performs regular audits to examine governmental fund usage thoroughly.

Audit of funds obtained from non-governmental sources: Funds from non-governmental sources also undergo scrutiny. Internal audits of management funds are overseen by a Council member, while financial statements are audited by qualified chartered accountants. These audit processes ensure financial integrity and compliance within the college's operations.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/uploads/2024/04/Audit-Report-2022-23.pdf
Upload any additional information	View File

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

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

0

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

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

The institution prides itself on a sophisticated financial management system, drawing funds from diverse sources like the state, alumni, and grants.

• Their goal is to enhance financial capacity through various means such as interest from corpus funds, overhead charges from research grants, and governmental support.

• The institution prioritizes in recognizing academic pursuits that generate income, encouraging faculty to innovate in fundraising, and maximizing available resources.

• Faculty members actively engage in fund-supported events and seek unpaid contributions while advocating for sponsorships and donations.

• Collaboration with commercial entities is sought to generate

capital, and faculty participation in infrastructure projects is supported.

• The institution emphasizes alumni and PTA volunteerism, acknowledging and supporting fundraising efforts.

Optimal utilization of resources: Adequate funding is allocated to support impactful teaching and learning methods, including training sessions, workshops, and interdisciplinary initiatives. The budget covers operational costs, administrative expenses, and asset upkeep. Funds are dedicated annually to enhance library resources. Sufficient resources are allocated for infrastructure development and maintenance. Some funds are earmarked for community development and social welfare initiatives.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/policy-documents/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Practice 1: Research Scholars' Conclave

To promote research aptitude, the IQAC, alongside the Research and Development Cell, organises an annual Researchers' Conclave. Attendance at the event is open to all research guides and research scholars of the institution. The conclave features lectures either by a research scholar from the institution, or from an external expert. The topics may range from emerging research trends to socially pertinent themes that can be appreciated by scholars from diverse academic backgrounds. As part of this year's programme, the Department of Commerce organized a One Day Research Methodology Workshop on "Data Analysis using SPSS."

Practice 2: Action Plan for Infrastructural Upgradation

The IQAC strives to provide all amenities necessary to meet the ever-evolving needs of students. IQAC periodically identifies infrastructural resources that are in need of development. It then lays down action plans and coordinates efforts so that the development activities can be completed efficiently. This year, the IQAC prepared and presented an action plan for the establishment of outdoor cricket nets on the college ground. Stakeholders, including the Management, PTA, and Physical Education Department approved the plan and initiated necessary follow up actions.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar
Upload any additional information	View File

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

Practice 1: Department-wise Result Analysis

The IQAC facilitates periodic reviews of the academic performance of students. After the publication of the University examination results each semester, the IQAC coordinator convenes a meeting with the Principal and Heads of departments. The HoDs present a result analysis report of their respective departments. If the pass percentage in any particular subject is low, the IQAC seeks reasons for the same and suggests corrective measures to help underperforming students improve their results.

Practice 2: Invited Lectures by External Subject Experts

The IQAC enjoins all departments to invite eminent academicians from outside the institution to deliver special lectures for our students. The lectures may be based on topics already prescribed in the syllabus, or can concern emerging opportunities, notable research trends, methodologies, etc. Through such lectures, students can improve their understanding

of various topics in their programme of study, gain awareness of research and employment opportunities in their field, and become exposed to new teaching strategies. During the present academic year, various invited lectures have been organized by different departments in association with the IQAC.

File Description	Documents
Paste link for additional information	https://gregorioscollege.org/?s=national+seminar
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gregorioscollege.org/uploads/2024/04/ANNUAL-REPORT-22-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

St. Gregorios College Kottarakkara aims for gender equity and justice, focusing on female student satisfaction through policies and initiatives, hosting awareness sessions in 2022. Manushya Changala, established by NSS volunteers, is set to host a lecture on November 26, 2022, to promote global efforts to end violence against women and girls, as part of the International Day for the Elimination of Violence Against Women.. Career guidance classes for civil service aspirants conducted by civil service academy organized by Career Guidance and counselling cell on 21 November 2022. Anxiety and Stress Management organized by Counselling unit on 9 December 2022. Personality Development classes were also organized by Counselling Unit on13 January 2023.

The Women's Study Unit (WSU) officially launched its club on November 25, 2022, and during the Onam holiday, WSU organized competitions, cultural events, and presented Sparsam and Swasthya schemes, promoting wellbeing and financial aid. The Women's Study Unit, Haritha Keralam Mission, and IQAC held a workshop on creating environmentally friendly paper pens and promoting women's empowerment, collaborating with the University of Kerala's Center for Women's Studies

File Description	Documents
Annual gender sensitization action plan	https://gregorioscollege.org/action-plan/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gregorioscollege.org/uploads/2024/02/7.1.1.-Gender-equity-programmes.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institution has a strategy in place to continuously maintain a spotless, eco-friendly, and plastic-free campus in compliance with state government regulations. Employees and students alike oppose using plastic for single-use items. They have been told to utilize steel lunch boxes and water bottles instead of plastic ones. Every event uses eco-friendly flexes and banners. On various functions, food and drinks is served on paper plates and paper cups. Biodegradable trash is put in green canisters and utilized by the college'sbiogas plant; non-biodegradable waste is put in blue containers and then delivered to the local governing authority for recycling. The Women's Study Unit, in association with the Haritha Keralam Mission and the college IQAC, organized a practical workshop on the production of environmentally friendly paper pens on December 13, 2022. Three incinerators—two electric and one manual—for burning used sanitary pads are located next to the women& s toilet. Their was a deal with a local scrap dealer, allows the college to dispose of its non-recyclable electronic debris.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water	A. Any 4 or all of the above

bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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

The institution strives to promote amongst students, an appreciation for the plurality and multiculturalism intrinsic to the Indian nation, while also encouraging them to cultivate a high regard for their own regional and cultural heritage. The

notions of unity in plurality and acceptance of differences are central to our ethos. This message is amplified amongst the student community by means of a number of programmes conducted on campus.

The NSS unit of our college organised hair donation camps, hair donation awareness campaigns, medical equipment donation, cloth donation, wig donation and extensively participated in various cleaning activities where the preservation and the proper maintenance is required to sustain the living organisms and observed world environment day, forest day, ozone day etc. The NCC unit of our college observed World no tobacco day, International Yoga Day, world earth hour day, world environment day, Kargil Vijay divas etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](View%20File)
Any other relevant information	No File Uploaded

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

St. Gregorios College is committed to instilling constitutional values and creating responsible citizens. Days of national importance like Independence Day, National Unity Day, Republic Day, Kargil Vijay Diwas, Army Day, Gandhi Jayanthi were celebrated. Several days related to environmental protection were also judiciously observed like World Environment Day, International Day of Forests, World Wildlife Week, World Zoonoses Day and World Firefly Day. Several days related to the rights and values were also observed with enthusiasm – International Day of Elimination of Violence Against Women, Human Rights Day etc. The college conducted several activities both outside and inside the college in collaboration with local bodies for educating the general public and the college community about the constitution. Various lectures on the constitution, recitations of the preamble of the constitution and distribution of pamphlets on the constitution were arranged. The college thus became a part of the efforts of Kollam district in retaining its status as the first constitution literate district in India. The curriculum also includes courses that promote awareness about constitutional

values, rights, duties and responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gregorioscollege.org/wp-content/uploads/2024/05/7.1.9-values-1.pdf
Any other relevant information	https://gregorioscollege.org/wp-content/uploads/2024/05/7.1.9-syllabus-1-1.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

St. Gregorios College observed national and international commemorative days, events and festivals during the year. Independence Day events were organized by NSS, NCC and the Department of Politics. Republic Day was observed by NSS and NCC. The NSS unit celebrated Independence Day, NSS Day, Gandhi

Jayanthi, Republic Day, Martyr's Day, Unity Day, Human Rights Day, Reading Week, Yoga Day, Kerala Piravi Day, Children's Day, SIPC day, AIDS day and World Bicycle Day. The Department of Zoology and Forestry Club observed the International Forest Day. World Environment Day was observed by NCC and Dept of Zoology. The NCC also celebrated International Yoga Day, Anti-Drug Day, Kargil Vijay Diwas, NCC day, Army Day, and World Earth Hour Day. World Snake Day was observed by the Dept of Zoology. National Science Day was observed by Dept of Physics. Dept of Politics organized the remembrance of the National Law Day. Bhoomithra Sena club celebrated various days associated with the environment including World Environment Day, World Wildlife Week, International Day of Forests, World Firefly Day, World Ozone Day, World Wetland Day and World Zoonoses Day. All the departments participated in the Onam and Christmas festivities organized by the Women's Study Unit.

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

7.2 - Best Practices

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

Best Practice I –St. Gregorios Digi -Campus.

Necttos facilitates automation of office administration, academic documentation, and e-governance, offering a range of e-document functionalities crucial for colleges. From online teaching and examinations to quality assessment, internal marking, assignment submissions, attendance monitoring, fee collection, accounting, website upkeep, social media engagement, and alumni management, Necttos covers it all. With Necttos, users enjoy enhanced efficiency and convenience without compromising on quality, empowering them to navigate their responsibilities effortlessly in the digital age.

Best Practice II –Naipunya

St. Gregorios College is committed to implementing specialized syllabi, teaching methodologies, and educational aids to enhance the learning experiences of differently abled students. This includes the installation of ramps and rails designed specifically for use by blind and physically handicapped individuals, as well as the provision of clear signals and symbols throughout the campus to aid navigation. Additionally, main entry and exit points are designed to be easily identifiable and accessible to all. During examinations, the college facilitates the use of scribes for disabled students to ensure fair assessment. Wheelchair-accessible lifts are strategically positioned near entrances, accompanied by adequate parking both inside and outside the building, to further facilitate mobility for individuals with disabilities.

File Description	Documents
Best practices in the Institutional website	https://gregorioscollege.org/2022-2023/
Any other relevant information	https://gregorioscollege.org/wp-content/uploads/2024/05/7.2.RELEVANT-INFOR-MERGED-1.pdf

7.3 - Institutional Distinctiveness

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

St. Gregorios College is dedicated to shaping young individuals from diverse backgrounds into capable and resilient individuals. Guided by the motto "Study, Serve, Sanctify in God," our institution is committed to providing affordable, high-quality education to a varied student body. We prioritize accessibility, affordability, inclusivity, and academic flexibility to foster an enriching environment for young women, ensuring their intellectual, emotional, psychological, physical, economic, spiritual, and cultural well-being. Our curriculum is designed to uncover students' latent talents and help them recognize their skill sets, facilitating the development of successful personalities. We offer continuous support to all students and provide effective career management programs to identify and guide their potential. Our vision encompasses the cultivation of sportsmanship, integrity, and values, aiming to nurture students into strong, virtuous members of society in all facets of life. At our college, a

wide array of activities is organized to enhance students' academic and overall growth, instilling in them a sense of social responsibility and preparing them to become contributing members of society.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. **To sign MoUs with private partners for providing career guidance to students in accordance with their skills and aptitudes.**
2. **To procure agreements with government bodies to provide timely placement opportunities, career guidance to students.**
3. **To secure MoUs with quasi-government bodies like CDIT and CDAC to provide add-on certificate courses in vocationally relevant domains like renewable energy, programming languages, banking skills etc.**
4. **Take concrete measures to transform the campus into green campus including: banning plastic products on campus, planting saplings, segregate waste according to biodegradability, etc.**
5. **To nurture the research aptitude amongst faculty and students by organizing a National Seminar on Research Methodology**
6. **To conduct workshops on research methodology, literature review, sampling design hands on workshop on R-programming**
7. **To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the challenges of the corporate world.**