

BISHOP CHUALAPARAMBIL MEMORIAL COLLEGE FOR WOMEN, KOTTAYAM

(Affiliated to Mahatma Gandhi University and Re-Accredited by NAAC in 2008)

SELF STUDY REPORT in respect of **THIRD CYCLE OF ACCREDITATION 2014**



Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BENGALURU 560072



B.C.M. COLLEGE FOR WOMEN

(BISHOP CHULAPARAMBIL MEMORIAL COLLEGE FOR WOMEN)
(NAAC REACCREDITED)

Kottayam, Kerala,

India - 686 001

Tel: 0481-2562171, Fax No: 0481-2560307

E-mail: bcmcktm@yahoo.co.in

bcmcktm@yahoo.com

www.bcmcollege.org.

No.300/NAAC/1/2014

11/04/2014

The Director

National Assessment & Accreditation Council

P.O. Box. No.1075

Bangalore 560010

Sir,

Sub: Self Study Report for Third Cycle Accreditation 2013

In accordance with the LOI requirement, we hereby submit the Self Study Report in respect of the Third Cycle or Accreditation for the period 2008-2013 of our College.

We are glad that the preparation and submission of this report has offered us an opportunity for the total involvement of the entire stakeholders which has added vigor and strength for quality sustenance of the institution.

We are looking forward to your co-operation and guidance for Peer Team inspection and evaluation.

Yours faithfully



Dr. K. S. S. S.

Principal/Head of the Institution

Principal
B. C. M. College
Kottayam

PREFACE

Bishop Chulaparambil Memorial College for Women, Kottayam was established in the year 1955 in the heart of Kottayam town by the Archeparchy Diocese of Kottayam under the able guidance of the Bishop of Kottayam. The motto of the college is ***when you educate a woman you educate a family***. The college is in its 60th year of inception disseminating wisdom, grace and knowledge to innumerable batches of women students. This grant in Aid College, affiliated to the Mahatma Gandhi University is a Catholic Minority Institution which is listed under Section 2(f) of the UGC and declared a suitable college under Section 12 (B) in June 30, 1996. The college went for NAAC accreditation first in 2000 and was awarded three star status. In 2008 it got reaccredited with 2.84 points on a 4 point scale. The assurance and enhancement of quality is done as per the NAAC guidelines and the IQAC of the college, monitors every programme conducted within its premises. This is the accreditation third cycle procedure that the college is entering into with the support of the management, the faculty, both retired and present, the alumni, the stake holders and all its student community.

The college offers 15 UG programmes and 5 PG programmes. All the courses are conducted according to the CBCSS stream of the MG University. Two new PG programmes, MA English (Aided) and M.Sc. Home Science (Child Development) have been sanctioned by the government which will commence from 2014 onwards. The highly qualified faculty of the college with 19 Ph.Ds, 13 M.Phils, 1 Ph.D., 2 Research Guides and other qualifications like M.Ed., LLB and MBA add to the excellent academic environment of the college. The teachers are constantly engaged in academic and research activities both inside and outside the college, attending or organizing national seminars, participating as resource persons, presenting papers, publishing books and papers in journals of good repute and undertaking major / minor research projects. They are also members of Subject expert panels, Board of studies, Question paper setting panels and the Academic Council of the Mahatma Gandhi University.

The well augmented infrastructure, the general library which is digitalized, ICT enabled teaching - learning methodology, the awards bestowed on the Principal and faculty and the membership of the faculty in public / governmental bodies are all the strong points of this institution. The students have always excelled in the field of academics, arts, cultural and sports activities. Value based education is imparted to generations of young women, with a vision of creating holistic personalities. Financial and moral support is given to the needy students both inside the campus and outside its boundaries. The theme based extension activities and the consultancy services given to other institutions, the recognition received from the UNESCO for

spreading awareness against child sexual abuse which functions as the nodal agency called 'Child Line' are all unique features of this institution making it one of the best women's colleges in Mahatma Gandhi University. In this third accreditation initiative Bishop Chulaparambil Memorial College, its management, faculty, students, alumni, parents and the stakeholders have made combined efforts to identify and rectify the strengths and short comings since the last peer team visit. The united effort and team spirit of the faculty and the affinity and rapport between teachers, students and their parents are the unique features of this college which have proved beneficial for the progress and development of this higher education institution. The alumni of this institution are spread across the different parts of the world, wielding key position in various service sectors and this is the ultimate goal and purpose of this institution to mould its students into dignified, decent human beings who are empowered as well as compassionate. The great visionary, Bishop Mar Thomas Tharayil, had envisioned an academic institution exclusively for women students, for contributing enlightened women to the society who are well aware of their rights and responsibilities.

Dr. Sr. Karuna S.V.M

Principal

CONTENTS

	<i>Page</i>
➤ Executive Summary and SWOC Analysis	1
➤ Profile of the Institution	10
➤ Criteria- wise Analytical Report	
1. Curricular Aspects	21
2. Teaching, Learning And Evaluation	47
3. Research, Consultancy And Extension	99
4. Infrastructure And Learning Resources	137
5. Student Support And Progression	149
6. Governance Leadership And Management	181
7. Innovations and Best Practices	196
➤ Post accreditation Initiatives	216
➤ Evaluative Report of the Departments	220
➤ List of Committee Members	
➤ Declaration by the Head of the Institution	
➤ Undertaking by the Head of the Institution	

N. B: In Compliance of NAAC guidelines, appendices comprising long tables have been avoided completely. These documents will be produced to the Peer team on their visit to the Campus.

EXECUTIVE SUMMARY

Bishop Chulaparambil Memorial College for Women, Kottayam named after Mar Alexander Chulaparambil was founded by Bishop Mar Thomas Tharayil with the unique vision of educating the marginalized, under privileged section of society; the girl students, in the year 1955. This Christian Minority institution situated in the heart of Kottayam town, since its inception has been reaping excellent results both in the academic and the extracurricular fields. In 2000 it was accredited by NAAC and in 2008 went for 2nd cycle of accreditation. The good score attained and the commendable report by the peer team has made us confident to go for the third cycle of accreditation in 2013 after making concerted efforts to maintain and preserve quality and enhance research oriented activities.

This SSR is the result of the wholehearted support and endeavour of the BCM family with the abundant cooperation extended to it by the management, the alumni, the benefactors, the well wishers and all the stakeholders who are connected with this venerable institution. The report is based upon the criteria put forth by the NAAC and the sustenance and enhancement of quality has been monitored by the IQAC of the College.

Criteria I: Curricular Aspects

In its 59th year of service to the higher education sector, BCM College remains true to the great vision and mission laid down by the eminent scholar and spiritual leader of the institution Bishop Mar Thomas Tharayil. The college is affiliated to Mahatma Gandhi University, Kottayam and has to its credit, 1845 students and 85 Faculty members. The college offers PG, and UG (both aided and unaided) courses. Two more PG programmes have been sanctioned by the government which will be started from the next academic year onwards. The college has many Add on as well as Certificate courses to improve the employability and professional skills of the students. The college has signed an MoU with the Government of Kerala to conduct ASAP, the Additional Skill Acquisition Programme for training students in Communicative Skills in English and Information Technology. The State Higher Education Council has included our college in its Scholar Support Scheme for helping the academically weak students. The Open courses and Frontier Area Courses offered by the university are carefully chosen by the college to suit the diverse needs of the students and to increase their employability quotient.

The syllabus is prescribed by the university but the members of the different departments participate in restructuring the curriculum or designing and implementing new courses. The most important examination duties of the university like question paper setting, chairpersonship of various examinations are entrusted with some of our faculty. Many of our faculties are members in the Board of Studies, the Subject Expert Committees, the Academic Councils and Inspection Committees of the Mahatma Gandhi University and other

Universities. The students are given coaching to compete in NET, IIT JEE, entrance examinations etc. The career and guidance cell conducts bank coaching classes. Internships in well known industries are arranged by some of the departments. The curriculum committee monitors the evaluation and feedback from staff & students regarding the syllabus so that adequate modifications and improvements can be made. Value education classes, tutorial, mentoring and counseling sessions are all a vital part of character formation of our students. Every year legal awareness classes are conducted for the students to make them aware of the legal rights available to them in the Constitution. Remedial coaching, extra classes, skill training programmes all cater to the academically and financially challenged students. IQAC is instrumental in planning and implementing the policies for every academic year and senior academicians and members of the public body are included in the panel to give proper advice about the new pedagogy and demands of stakeholders. The ultimate goal of the institution is to rise to international standards to make our students globally competent.

Criteria II: Teaching, Learning and Evaluation

The college and all its programmes are much coveted and sought after by students from far and wide. All the programmes see 100% enrolment and each year the percentage is rising substantially. Every student is known personally to the teacher and this has helped in knowing the students and their needs which in turn has effectively curbed the dropout rate. The salient feature of this college is its location, accessible to all, the rural, the physically disabled and the distant commuter. Admission processes are all carried out as per university norms and transparency is maintained at all stages. The help desk which starts working a few weeks before admission helps in clarifying all the doubts and give proper advice regarding the various courses which are offered. The financially needy students are assisted in multifarious ways by extending help given by the government, management, benefactors and the retired staff. The departments also extend a helping hand to the economically weak students.

Though 20 courses are now being conducted in the college, every year the management requests for new courses which are interdisciplinary or which have increased demand in the global scenario. Due to the rising demand from the student community the college seeks marginal increase of seats from the university which is granted year by year. Add on courses were started in 2005 and new ones have been added later. The Equal Opportunity Centre, Women's Cell, Bhoomithra Sena, Smartline, NCC, NSS, CSM, Childline, various clubs and student bodies are functioning effectively in the college which cater to non academic needs of the students. The departments have their various association activities which help to build team spirit and leadership qualities. Inter collegiate competitions enable them to get exposed to other perspectives and usher in fresh ideas and concepts. The urgent need for a new pedagogy, a technologically supported and enhanced one is understood by the

faculty and students alike and the environment of teaching and learning is modified to suit this change in the acquisition of knowledge. Faculty recharging programmes are regularly organized within and outside the campus like Refresher/Orientation programmes, National/International Seminars, invited lectures, talks, debates etc. Faculty feedback through peer, HOD and IQAC evaluations, conducted annually preserve professional competency of the faculty. Minor/major research projects are undertaken by all the departments to enhance the research potential of the staff. Computers with internet facility, digitalized language lab, sophisticated computer lab, linkages with industries, MoUs with GOs and NGOs are the additional facilities available within the campus which add to the learning outcome potential of the students. The teachers take great care to complete the syllabus in time and also give extra classes to the academically weak students to enable them to face the examination with confidence. Academic support through mentor/tutor system, counselling at personal, academic and psycho-social levels, career guidance to students, legal awareness and, health awareness classes, all imparted by the faculty have proved very beneficial to the student community. The teachers are well qualified with PDF (1), Ph.D (19), M.Phil (13), MBA and LLB. The temporary faculty with academic excellence is chosen to handle part of the workload. The college has understood the need for a new technological pedagogy which is ICT enabled. There is continuous assessment and evaluation of both students and teachers which is modified and improved every year. The college NSS unit for the year 2012-13 was awarded the 'Best Unit' by the Mahatma Gandhi University. The Best Principal and the Best Programme Officer of the NSS unit were also bagged by BCM College. Dr. Sr. Betsy of the Family and Community Science department was awarded the Best Innovative teacher by the AIACHE.

Criteria III: Research Consultancy and Extension

As part of the previous peer team recommendations a research committee was constituted in the college to coordinate all research related activities. The committee ensures that all the research projects notified by various organisations are made known to the faculty and the students. During the past five years, six faculty members acquired Ph.D degrees, nine attended orientation programmes and four attended refresher courses. Sixteen of our faculty are recipients of minor / major research projects from the UGC. Publications of the faculty are evident in the number of books, journals and paper publications that are published every year. The theme based extension and research activities of the college have been recognized by both the state and central governments. The college has adopted a tribal village at Pongampally, Kanthalloor Village in Idukki district. Various socially relevant issues are taken up by most of the departments. National/State seminars are conducted to bring attention to new vistas of knowledge thus creating interest among the faculty and students to pursue research in those areas. Many of the faculty members are resource persons and offer consultancy services to other

institutions. The activities of CSM, NSS, NCC, Nature club, Smart Line and Child line are intended to embrace the needy people of the society and cater to their different needs.

Criteria IV: Infrastructure and Learning Resources

The college campus located in the middle of Kottayam town is chosen by many a public body to conduct meetings related to both academic and subjects of public interest. The south zone NCC camp was held in the college because of the infrastructural facilities available in the college. The campus is spread in 5.5 acres, with airy well ventilated class rooms, laboratories, seminar halls, spacious and acoustically renovated auditorium, computer lab, mini seminar halls, hostel facilities within the campus, college canteen, coffee bar, co-operative store etc. There are both indoor and outdoor play grounds and a physical fitness centre functioning in the campus. All the departments have computers with internet connection. Public phone booths are there in different parts of the campus. Public address system is connected to all class rooms for making announcements possible. All the departments, library, office cooperative store and canteen are connected through intercom facility. A language lab has been functioning since 2003 and is used to enhance the language skills of the students. The auditorium has been revamped with ultra modern sound system. There is generator backup available throughout the working hours. The library and administrative office are digitalized. A green house is maintained by the Botany department. The college chapel is a calm and serene place within the campus where the students and faculty seek spiritual solace. College canteen is managed by the staff and students of Food Science department. There is provision for waste disposal through new incinerators established within the campus. Additional rest rooms have been constructed of which some are for the disabled.

Criteria V: Student Support and Progression

In its 59th year of inception BCM College continues in its avowed path of empowering girl students to become holistic personalities ready to face the challenges of the world. Those who come to acquire wisdom from the portals of this institution pass out as gracious human beings spreading light and knowledge to others. The college hand book, calendar and the website carry vital information regarding the college to the public. Equal Opportunity Centre working in the college sees to it that students from all sectors are taken into consideration and their needs addressed. Effective measures are taken to lead students through their knowledge acquisition and care is taken to keep the dropout rates as low as possible through mentoring sessions. Sports, self defense skills, yoga etc, are promoted to take care of the physical and mental needs of students. IQAC monitors the academic calendar and gives instructions regarding improvisations. University examination results are good indicators of the laurels won by our students. Add on courses, Certificate courses, participation in ASAP programmes, conducting Remedial coaching classes, selection to Scholar Support Programme, Department of Science and

Technology grant worth 98 lakhs, effective tutor/mentor support, counseling given by two permanent counsellors during working hours are exceptional advantages for the students studying in this college. Parent - teacher meetings are conducted regularly to monitor student progress and rectify any errors or mistakes pointed out by the stakeholders. Co-curricular activities are also given priority and the elected college union conducts arts festival, college day, inter-collegiate debate, quiz, and speech competitions. The alumni association BCM Beams is a strong organizations comprising of former students and teachers which conducts various programmes every year. The annual meeting is on October 2nd which is much looked forward to by all the members. They give study aids as well as scholarships for the needy students. The progression of students from UG to PG is strictly monitored by the class tutors who give them timely advice regarding academic and career prospects. Students' development and progression are of prime importance and various seminars and workshops are conducted to enhance their employment skills.

Criteria VI: Governance, Leadership & Management.

A governing body comprising of twelve members are entrusted with the governance of the institution. The management, the principal, the staff council, the heads of the various departments, the staff association, the coordinators of the various committees and clubs provide effective leadership and governance. Our patron is Arch Bishop Mar Mathew Moolakkattu, and the Manager is Rev. Fr. Alex Akkapparambil. Our Principal is Rev. Sr. Dr. Karuna S.V.M. Women empowerment and quality enhancement and sustenance are given prime importance in BCM College for Women. Every year the annual quality assurance report is prepared and the IQAC sees to it that all the programmes envisaged are conducted within the stipulated time. The IQAC has members from public bodies as well as the senior academician forum along with the faculty members. Performance appraisal of the faculty is done, based on feedback by the students, the HOD and the Principal. There is regular internal and external auditing by the Deputy Director of collegiate education, Accountant General, and an approved Chartered Accountant. Though UGC is the chief funding agency the management compensates for the deficit in the budget. IQAC guarantees quality assurance since it started functioning in 2004. As per the recommendation by the peer team the IQAC has been revamped to formulate a realistic institutional perspective to be reflective of the world view of qualitative higher education. There is a Management Information System (MIS) functioning effectively to keep track of the activities of the college. All the details pertaining to the daily activities of the College are recorded regularly in this. Every department has an association under the auspices of which curricular and co-curricular activities are carried out. The IQAC has a senior faculty in the advisory board who inspects the activities of the college. The Manager is very co-operative and approachable and takes a keen interest in all the activities. The unity and team spirit of the faculty are commendable and this has helped in creating a strong bond between the management, the faculty and the students

Criteria VII: Innovations and Best Practices

Bishop Chulaparambil Memorial College for Women, Kottayam is the wishful dream fulfilment of the eminent visionary Bishop Mar Thomas Tharayil to set up an institution for higher education to empower girl students of the community and society and thereby make them, enlightened and socially responsible good citizens. This spiritual leader wanted the students to be academically excellent, morally upright and spiritually aloft. Since the starting of the college in July 1955, the values it stood for and the message it passed to the society in general had attracted innumerable girl students to join this institution. It is to our credit that there is an effective bonding between the faculty and the students. The courses are chosen with care to meet the demands in the changing, global, academic scene. Research activities and student projects are also focused towards this goal. Social awareness programmes are conjoined with extension activities and it is mandatory for every student to contribute her share towards these activities which include adoption of a tribal village, medical and student aid, construction of houses, cleaning and maintaining a plastic free campus, distributing food packets to destitutes at 'Navajeevan' & 'Swanthwanam'. All these programmes are coordinated by the NSS, NCC, CSM and BCM OJASS, a society registered under the Charitable Act.

The college campus is environment friendly and eco-conscientious. Wastage of water and power is discouraged. The message of energy conservation is disseminated among the faculty and students. Bhoomithra Sena, an initiative of the Government of Kerala is actively functioning in the college. Love for nature and its preservation is inculcated among all alike in the campus. The college union of 2012-13 had chosen environment as its theme. Some Minor Projects are also about ecology and its myriad issues. Open courses, Add on courses and Certificate courses etc. also have focused on environmental subjects.

The Equal Opportunity Centre of the college ensures that gender justice is meted out to the students. The Grievance redressal cell functions to resolve their complaints. Legal awareness classes are held annually to make women know about the different legal rights provided to them in the Constitution. Career and Placement Cell conducts bank coaching classes which are well attended by the final year students. Annual retreats for students & faculty, daily Morning Prayer, Holy Mass on first Friday of every month, tutoring / mentoring programmes, national integration orientation programmes and life guidance courses, all motivate the students to develop a holistic personality. The two best practices specially chosen by the college are women empowerment and social commitment. We are loyally dedicated to this mission of moulding, sensible, reasonable, intelligent, compassionate, personalities of our girl students and as the college looks forward to its 60th year the prospects are bright and cheerful.

SWOC ANALYSIS

Strengths

Bishop Chulaparambil Memorial College for Women has an excellent reputation as one of the leading women's colleges in the State. The vision and mission of the college as envisioned by its founder His Excellency Bishop Mar Thomas Tharayil is education and empowerment of women students. The management is very co-operative, and the faculty is totally dedicated and sincere. The stakeholders take keen interest in all the activities of the college. The location of the college is easily accessible and its proximity to the Mahatma Gandhi University, the Public Library, the Collegiate Education Office, the District Hospital and other prime offices in Kottayam are additional attractive features. The highly qualified, research oriented faculty, the peaceful ambience and the adequate infrastructural facilities give additional impetus to the teaching learning environment. The spiritual and moral values imparted through effective value education classes and tutoring and mentoring sessions are the additional strengths of the institution. The library and office are digitalized to meet the rising demand in the education sector. The new technologically enabled pedagogy with ICT has given a special boost to knowledge acquisition. Hence the teaching, learning process is facilitated by means of audio visual aids. Residential facilities are provided within the campus along with a co-operative store, coffee bar, staff managed canteen and chapel. Leadership training is cultivated through college union activities, participation in subject associations and theme based clubs and organizations. The NSS, NCC and CSM give opportunities for the students to think and go beyond the boundaries of their alma mater to work for the benefit of the society at large. Women empowerment is the primary focus of the institution and the college conducts programmes to nurture the mental, physical and academic potential of the students. The college conducts add on courses and certificate courses to enhance the professional capability of its students. Remedial coaching classes, Scholar Support Programme, extra coaching classes and supplementary examinations are all extended to the slow learners. The advanced learners are also encouraged to take up higher challenges to suit their intellectual needs through summer camps, paper presentations, debates and coaching classes to get admission in premier institutions like IIT. Extension activities are done with a deep sense of social commitment by all the departments. Health awareness classes are conducted both for students and parents with the help of NGOs like SAMM. Legal and social awareness programmes contribute to the stated mission of the college- to mould empowered women who are self-sufficient and able enough to overcome the adversities of life. The college promotes programmes that develop humaneness, social sensitiveness, self reliance and national integration among the students. Sports and fitness programmes with due focus on self defense mechanisms like Karate, Kalaripayattu are regular activities.

Dropout rates are curbed through regular tutorial sessions and meetings with parents. Another highlight of the college is the strong teacher student relationship which they continue even after passing out of the thresholds of the institution. BCM Beams, the alumni association meets once a year within the campus and takes up students' welfare and development programmes consistently. The campus is politics free and hence no academic day is lost due to students strikes. The Grievance Redressal Cell consisting of representatives from the student body ensures that the grievances are resolved. The UGC has sanctioned an Equal Opportunity Centre to cater to gender justice and social needs of the students. The effective feedback mechanism practised by the IQAC has been able to maintain a high standard in teacher quality and imparting of knowledge sees to it that the faculty is made aware of their strengths and short comings so that effective remedy can be undertaken. The MSW and Food Science Departments have many industrial tie ups for their internship which has resulted in good placement ratio in well reputed organizations. The IQAC and the management along with the Principal share a good rapport and hence governance is carried out smoothly.

Weaknesses

The college is affiliated to Mahatma Gandhi University, Kerala and so has limitations in starting new courses and changing the content of the existing courses. Students mostly hail from rural areas and financially challenged families. So increasing their competency and bringing them forward to take up the different opportunities available in the higher education sector is an uphill task for the faculty.

Opportunities

As per the peer team recommendation more PG programmes have been started and the students are able to progress towards higher education in this college itself. The opportunities provided by the college that enable participation in academic, co-curricular and sports activities will definitely improve the confidence and employability skills of the students. Many of the departments have consultancy services and eminent resource persons that can be channelized to benefit a wider section of the society. Minor research projects are undertaken to benefit the society also. Research projects and research publications can be enhanced with the establishment of a Research Centre where PG programmes have been started. The Food Science department and the department of Social Work have a large number of tie-ups and industrial linkages. The proximity to Rubber Research Institute can be utilized effectively by the botany department for carrying out their experiments. Child line, a nodal agency sponsored by the Ministry of Women and Child Development, functions in the college and it has won recognition for its activities from the UNESCO. Smart Line run by Family and Community Science department, another non profitable organization, provides help for the teenagers to solve their physical and mental problems. The college provides a

platform for the women students to develop their leadership as well as entrepreneurial skills, to bloom into educated and empowered young women.

Challenges

Many students come from financially backward families and they need external help to continue with their studies. Though UGC funds are utilized to run the college, it is not sufficient to meet the myriad needs of the institution. High end technical equipment are needed by most of the labs to do their practical sessions. The lack of proficiency in English prevalent among some students is another debilitating issue for the college which is being tackled with the help of Remedial classes, Scholar Support Programme etc.

Our Forth Coming Designs

The college has completed 59 glorious years of service in the education sector contributing enlightened, well equipped and qualified women to the society. From the humble beginnings with just 63 girl students and 8 teaching and one non-teaching staff member, the college now proudly presents 85 faculty, 1845 students and 37 non-teaching staff members. The college has 15 UG programmes and 5 PG programmes with 2 more being sanctioned for the current academic year. Women with managerial skills are the need of the hour and the college wishes to start professional courses like MBA, MCA and MSc Computer Science. The establishment of a community college is in the offing with vocational courses which will be offered to women who are in need of education and employment. Every department without PG has decided to apply for courses which are inter-disciplinary and job oriented. The departments that already have PG programmes will soon upgrade themselves to research centres. The grant from the Department of Science and Technology has made the college self-sufficient to start a Sophisticated Instrumentation Facility Centre, the equipment of which can be utilized by research scholars of neighbouring colleges. The college desires to start a Women Study Centre since this is a women's college that will look after the needs relevant to women's issues. Strengthening and enhancing the available student support system is also another vital issue that we hope to achieve in the forthcoming years.

B. Profile of Bishop Chulaparambil Memorial College for Women

1. Name and address of the college:

Name : **BISHOP CHULAPARAMBIL MEMORIAL COLLEGE FOR WOMEN**

Address : KOTTAYAM, KERALA - 686001, INDIA

City : KOTTAYAM Pin: 686001 State: KERALA

Website : www.bcmcollege.org

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Sr. Karuna	O: 0481-2560307 R: 0481-2563459	9495538181	0481-2560307	bcmktm@yahoo.com
Vice Principal	Prof. N.Susy Philip	O: 0481-2562171 R: 0481-2583180	9446266500	0481-2560307	Susyphilip61@gmail.com
Steering Committee Co-ordinator	Dr. Renju D	O: 0481-2562171 R: 0481-2580274	9496465715	0481-2560307	renjuradhan@gmail.com

3. Status of the Institution :

Affiliated College
Constituent College
Any other (specify)

✓
x
x

4. Type of Institution:

a. By Gender

- i. For Men
- ii. For Women
- iii. Co-education

✓

b. By shift

- i. Regular
- ii. Day
- iii. Evening

✓

5. Is it a recognized minority institution?

Yes



No



If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

Religious **Minority**. Certificate Enclosed

6. Source of funding:

Government

Grant-in-aid

Self-financing

Any other



7.a. Date of establishment of the college: 11-07-1955 (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Mahatma Gandhi University,
Kottayam, Kerala

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	30.06.1996	Certificate Attached
ii. 12 (B)	30.06.1996	Certificate Attached

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval details Institution/Department/ Programme	Day, Month and Year (dd-mm-yyyy)	Valid ity	Remarks
i.	Not applicable-			
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

☐

No

☒

If yes, has the College applied for availing the autonomous status?

Yes

☐

No

☒

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes

☐

No

☒

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes

☐

No

☐

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Rural
Campus area in sq. mts.	5.5 Acres
Built up area in sq. mts.	21,691 sq. mt.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

Facility	Availability	Number if Applicable
Auditorium with Infrastructure	✓	1
Seminar Halls with Infrastructure	✓	8
Sports Facilities		
Play Ground	✓	2
Gymnasium/Fitness Centre	✓	1
Women's Hostel		
Number of hostels		1
Number of Inmates		400

Facilities	Chapel, Mess Hall, Coin Booth facilities, Study Hall, Prayer Hall for all Religions, Dining Hall, TV Hall, News papers, Magazine, First Aid, Bio Gas Plant – Biggest Plant in Kottayam, Seasonal Day Celebrations	
Cafeteria	✓	2
Co-Operative Store	✓	
Botanical Garden	✓	
First Aid	✓	
Biological Waste Management	✓	3
Solid Waste	✓	2
Water Harvesting	✓	1
Generator	✓	25 KVA

12. Details of programmes offered by the college (Give data for current academic year)

Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
Under-Graduate	B.Sc. Mathematics	6 Semesters	Pass in 12 th Class	English	40	47
	B.Sc. Physics	6 Semesters	Pass in 12 th Class	English	32	36
	B.Sc. Chemistry	6 Semesters	Pass in 12 th Class	English	32	36
	B.Sc. Botany	6 Semesters	Pass in 12 th Class	English	42	43
	B.Sc. Zoology	6 Semesters	Pass in 12 th Class	English	40	45
	B.Sc. Family and Community Science	6 Semesters	Pass in 12 th Class	English	32	17
	B.Sc Food Science and Quality Control	6 Semesters	Pass in 12 th Class	English	32	17
	B.Sc. Computer Science	6 Semesters	Pass in 12 th Class	English	50	55
	B.A. History	6 Semesters	Pass in 12 th Class	English	40	48
	B.A. Economics	6 Semesters	Pass in 12 th Class	English	40	50
	B.A. Sociology	6 Semesters	Pass in 12 th Class	English	30	38
	B.A. English	6 Semesters	Pass in 12 th	English	40	50

	Language and Literature Model I		Class			
	B.A. English Language and Literature Model II	6 Semesters	Pass in 12 th Class	English	24	27
	B.Com. (Taxation)	6 Semesters	Pass in 12 th Class	English	50	63
	B.Com. (Computer Application)	6 Semesters	Pass in 12 th Class	English	40	15
Post-Graduate	M.Sc. Mathematics	4 Semesters	Graduation	English	25	26
	M.A. English	4 Semesters	Graduation	English	12	3
	M.S.W.	4 Semesters	Graduation	English	30	35
	M.Com. (Finance)	4 Semesters	Graduation	English	12	15
	M.Com. Taxation	4 Semesters	Graduation	English	12	14
	M.Sc.Home Science Child Development	4 Semesters	Graduation	English	12	0
Certificate courses	Aesthetic Treatment From Nature	2 semesters	Higher Secondary	English	25	15
	Journalism and Mass Communication	2 Semesters	Higher Secondary	English	35	32
	Electronic and Electrical Equipment Maintenance	2 Semesters	Higher Secondary	English	20	17
	Computer Application	2 Semesters	Higher Secondary	English	50	58
	Travel and Tourism	2 Semesters	Higher Secondary	English	40	23
	Communicative English	2 semesters	Higher Secondary	English	40	30
Diploma	Journalism and Mass Communication	4 Semesters	Pass in Certificate Course	English	25	22
	Aesthetic Treatment From Nature	4 Semesters	Pass in Certificate Course	English	15	7
Advanced Diploma	Aesthetic Treatment From Nature	6 Semesters	Pass in the Diploma	English	8	4

13. Does the college offer self-financed Programmes?

Yes



No



If yes, how many?

8

14. New programmes introduced in the college during the last five years if any?

Yes



No

Number

5

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Name of Department	UG	PG
Science	Mathematics	✓	✓
	Physics	✓	
	Chemistry	✓	
	Botany	✓	
	Zoology	✓	
	Family and Community Science	✓	✓
	Food Science and Quality Control	✓	
	Computer Science	✓	
Arts	English	✓	✓
	History	✓	
	Economics	✓	
	Sociology	✓	
Commerce	Commerce	✓	✓
Social Work	Social Work		✓

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. annual system

b. semester system

c. trimester system

7

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. **Choiced based Credit & Semester System (CBCSS)**

7

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes

☐

No

☒

If yes,

- a) Year of Introduction of the programme(s).....(dd/mm/yyyy) and number of batches that completed the programme

- b) NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

- c) Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes

☐

No

☐

19. Does the college offer UG or PG programme in Physical Education?

Yes

☐

No

☒

If yes,

- a) Year of Introduction of the programme(s)..... (dd/mm/yyyy) and number of batches that completed the programme

- b) NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

- c) Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes

☐

No

☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	0		29		22		27		2	
Recruited			3	26	4	18	3	23	1	1
Yet to recruit	0		0		4		1		0	
Sanctioned by the Management/society or other authorized bodies	0		2		32		7		2	
Recruited										
Yet to recruit	0		0		0		0		0	

*M-Male *F-Female ★ Guest / visiting faculty

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
Post Doc	0	0	0	0	0	1	1
Ph.D.	0	0	2	9	2	2	15
M.Phil.	0	0	1	9	1	2	13
PG	0	0	0	10	2	14	26
Temporary teachers							
Ph.D.	0	0	1	0	0	0	1
M.Phil.	0	0	0	0	0	0	0
PG	0	0	0	0	5	20	25

22. Number of Visiting Faculty /Guest Faculty engaged with the College

8

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2008-2009		Year 2 2009-2010		Year 3 2010-2011		Year 4 2011-12		Year 5 2012-2013	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	2	36	1	38	1	36	2	84	2	86
ST	0	8	0	17	1	10	0	8	1	12
OBC	3	84	3	91	4	88	2	112	4	25
General	7	1127	8	1136	9	1084	12	1085	10	1301

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	Total
Students from the same state where the college is located	687	158	1845
Students from other states of India			
NRI students			
Foreign students			
Total	687	158	1845

25. Dropout rate in UG and PG (average of the last two batches)

UG

1.68

PG

0

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

Rs.75,660

(b) excluding the salary component

Rs.1,427

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

✓

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes

☐

No

☐

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes

☐

No

☐

28. Provide Teacher-student ratio for each of the programme/course offered

Sl. No	Programme	Ratio	Sl. No	Programme	Ratio
	Undergraduate			Post Graduate	
1.	B.Sc. Mathematics	1:42	1.	M.Sc. Mathematics	1:12
2.	B.Sc. Physics	1:32	2.	M.A. English	1:15
3.	B.Sc. Chemistry	1:32	3.	M.S.W.	1:12
4.	B.Sc. Botany	1:42	4.	M.Com. (Finance)	1:15
5.	B.Sc. Zoology	1:32	5.	M.Com. Taxation	1:15
6.	B.Sc. Family and Community Science	1:30			
7.	B.Sc. Food Science and Quality Control	1:30			
8.	B.Sc. Computer Science	1:60			
9.	B.A. History	1:45			
10.	B.A. Economics	1:40			
11.	B.A. Sociology	1:30			
12.	B.A. English Language and	1:40			

	Literature Model I				
13.	B.A. English Language and Literature Model II	1:24			
14.	B.Com. (Taxation)	1:60			
15.	B.Com. (Computer Application)	1:15			

29. Is the college applying for

Accreditation : Cycle 1 ☐ Cycle 2 ☐ Cycle 3 ☒ Cycle 4 ☐

Re-Assessment:

(Cycle 1 refers to ☐ st accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle1: Three Star 17/04/2000 B++ (dd/mm/yyyy)

Cycle2: 04/02/2008 (dd/mm/yyyy)

Accreditation Outcome/Result CGPA 2.84

(Copy enclosed)

31. Number of working days during the last academic year.

186

32. Number of teaching days during the last academic year

160

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

07-01-2004

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR	(i)	30/09/2009
AQAR	(ii)	05/10/2010
AQAR	(iii)	10/11/2011
AQAR	(iv)	12/11/2012
AQAR	(v)	25/09/2013

CRITERION I CURRICULAR ASPECTS

Bishop Chulaparambil Memorial College for Women is affiliated to Mahatma Gandhi University, Kottayam and from 2009; the college has been following the semester system. The college offers 15 undergraduate programs and 5 post graduate programs both self-financed and aided. As suggested by the 2008 NAAC peer team, 5 more PG programs have been started of which 3 began in 2013 and 2 will commence from 2014 onwards. The college also offers Add-on courses and Certificate courses for the students with the purpose of enhancing their professional competency.

In the last five years the college has spent Rs.3000843 for purchasing new equipment and apparatus to foster teaching and learning. The college has a revamped computer centre, with new desktops purchased with the M.P fund given by Jose K. Mani, M.P, Kottayam. The language lab which facilitates English Language Learning has been functioning effectively from 2003 onwards. The college has an NSS unit which trains students into disciplined and patriotic citizens. There are many clubs conducted by the various departments like Bhoomitrasena Club, Nature Club, Theatre Club, Women's Club, Drama Club, that help in developing holistic personalities for the students.

The curriculum is always updated by the University and our teachers participate in the curriculum revision and the syllabus restructuring process. On-the-job training, field trips, projects and seminars are compulsory components of the various programs. Since computer knowledge has become an essential part of our lives, IT related subjects are taught for most programs. To help backward and disadvantaged students, the college makes use of the UGC aided remedial program and other tutorial sessions organised by various departments.

Curriculum Design and Development

Vision, Mission and Objectives of B C M College for Women

Our Vision: *When you educate a woman, you educate the whole family.*

Our Mission: *Shaping the Destinies.*

BCM aims to provide a platform for an individual in his/ her pursuit for academic excellence and mould them into globally competent youth with social, cultural and environmental consciousness; empowering them to react against social evils, committed to progressive social change, equipping them with modern technologies, leadership qualities, sound spiritual values, good ethics and thereby making them torch bearers of our motto 'Sapientia Et Gratia' which means 'Wisdom and Grace'.

Our Objectives:

- To strive for excellence in every field.
- To think for themselves in a clear, fearless and independent manner.
- To seek, extend and apply knowledge to the solution of human problems.
- To value and responsibly use their freedom.
- To be clear and firm on principle and courageous in action.
- To be unselfish in the service of their fellow human beings.
- To be the agents of immediate social reforms in their nation.

These are communicated to students, staff and stakeholders by means of the college calendar, magazines, website and BCM newsletter. Periodically the media also publish reports regarding the academic and non-academic activities of the college. Vision and Mission titles are displayed in all the vantage positions. This helps the student community clearly understand the values to be imbibed from the college.

Effective Implementation of the Curriculum

Role of our teachers in curriculum planning

At the College level, the teachers, under the guidance and instruction from the Principal and the College Council, plan and implement the curriculum. Regular feedback is collected from the students and teachers and changes are made in accordance with it.

The Department has the biggest part to play in the effective implementation of the curriculum.

- Before the beginning of each semester, the Principal consults with the Heads of each Department and provides a blueprint of the activities that are going to take place in that semester so that the Heads can schedule the duties effectively.
- Heads of departments arrange department meetings which are recorded in the Minutes book and discuss and distribute class-wise and course-wise duties to the faculty of the department.
- Each teacher has to prepare a teaching plan for the subjects she is assigned.
- Class teachers give the students the syllabus and time-table for the semester.
- Continuous assessment is done throughout the semester through tests, projects, assignments and seminars.
- Seminars and workshops are conducted to supplement the curriculum.

These various processes are reviewed and analysed by the Principal through meetings arranged with Heads of the Departments, IQAC and Class Prefects.

Since B C M College for Women is affiliated to MG University, the syllabus is framed and structured by the University. At the University level, changes in the curriculum, restructuring of the syllabus etc are made in consultation with the various teachers from the affiliated colleges, who together form the Board of Studies.

Teachers who attended orientation workshops arranged by the University for CBCSS curriculum restructuring

Department	Participants & Program	Year
English	Dr.Renju D,Prof. Ponnu Liz Maliekal and Prof. Neethu Varghese -Attended workshop on curriculum development of CBCSS pattern in M G university. Dr.Renju D,Ms. Sandra Pradeep - Attended workshop on 1 st Semester Core Paper of the M G University.	2009
Mathematics	Prof. Salma Mary K Abraham -On August, 2009, attended a workshop on “ <i>Curriculum Planning and Designing of UG CBCSS</i> ” held by M. G. University at St. Theresa’s College, Ernakulum.	2009
	Dr. George Mathew and Prof. Salma Mary K Abraham - On December 2011 attended a workshop on “ <i>Curriculum Restructuring</i> ” of the UG CBCSS.	2011
	Prof. Salma Mary K Abraham - On January 2012, attended a workshop on “ <i>Curriculum Planning and Designing of PG CCSS</i> ” held by M. G. University at C.M.S College, Kottayam.	2012
Physics	Dr.Marykutty Thomas - Restructuring curriculum of CBCSS Physics degree course , MG University 14 th ,15 th ,20 th ,21 st ,22 nd May2009.	2009
	Prof.Susy Philip and Prof. Smitha Joseph - Restructuring curriculum of Physics degree course, Maharajas college Ernakulam, sponsored by Kerala State Higher Education Council, 4 th July 2009.	2009
Chemistry	Dr.Magi John and Smt.Valsala Thomas - Attended workshop conducted by M G University for Curriculum development and Syllabus revision, August2009.	2009

	Smt. Jessy Simon and Aji Joseph -Attended workshop conducted by M G University for Curriculum development and Syllabus revision, June2011.	2011
Botany	Dr.C.A Sabina -Attended two day CBCSS Botany Curriculum Review Workshop for Botany teachers of M.G. University in the Department of Environmental Sciences, M.G. University Campus from 21.07.11 to 22.07.11.	2011
	Dr.Josy Abraham - Five Day Workshop in 'Restructuring Curriculum of degree courses (Botany) in Mahatma Gandhi University campus, Athirampuzha from 14.05 09 to 22.05 09.	2009
	Dr. C.A Sabina - One Day Workshop in 'Restructuring Curriculum of Botany Practical for Botany BSc. degree courses in Mahatma Gandhi University campus, Athirampuzha on 28. 07.09.	2009
	Dr. C.A Sabina – Attended Credit and Semester System with Grading in Aluva from 1.05.09 to 4.05.09 organized by Allahabad Agricultural institute .	2009
Zoology	Prof. Jane George & Prof. Anna Chandy -Restructuring Curriculum of Degree Courses(Zoology), M.G. University, 14 th ,15 th ,20 th , 21 st , &22 nd May 2009.	2009
	Prof.JaneGeorge -Attended Modern Biological Techniques and Bioinformatics with special reference to restructured syllabus,Department of Zoology,Baselius College,Kottayam,11 th ,12 th &13 th August 2011. Prof.AnnaChandy -Attended two day CBCSS Zoology Curriculum review workshop, December 2011.	2011
History	Sr: Anice - Participated in a five day workshop on the topic 'Restructuring curriculum of degree course' held at M.G University.	2009
	Prof:SheelaCherian Participated in a three day workshop on the topic 'Restructuring curriculum of degree course' held at M.G University.	2010
	Dr. Ajis Ben Mathews attended a seminar on choice based credit and semester system organized by the Higher Education Council, Government of Kerala.	2010

	DrAjis Ben Mathews attended a workshop organized by the History Board of Studies to discuss the syllabus restructuring in the academic year.	2011
Economics	Smt.Nima Jacob Participated in restructuring curriculum of Choice Based Credit and Semester System of B.A Economics Model -1-2009	2009
	Smt. Valsa M Kuriakose Participated in the Economics Syllabus Restructuring on 19 th and 20 th August 2009.	2009
Sociology	Prof. Sheela John- Participated in five day workshop on Restructuring Curriculum of Degree Course (Sociology) on 14,15,20,21 & 22 May 2009, Conducted by MGU.	2009
	Prof. Sheela John Participated in the one day CBCSS Sociology Curriculum Review Workshop for Sociology Teachers held at BCM College.	2011
Commerce	Shyla G Nair, Omana Jacob and Josephina Simon attended workshops for curriculum development and syllabus revision for CBCSS introduced by MG University.	2011
Computer science	Ms.Sabitha Susan John- Attended the choice based course credit semester system and grading scheme and syllabi orientation class at Baselius College, Kottayam.	2009

Various departments in our college conducted workshops on new curriculum initiated by the University. Details are given below

2011-12

1. One day seminar on Methodology, Research Methodology and Literary Theory by Dr K M Krishnan and Dr. Sherin Uppot of M G University, Kottayam
2. U.G.C Sponsored Seminar for college teachers- Energy and Environmental studies-16th and 17th June 2011
3. A seminar on Research methodology was conducted by Dr. Roy Sam Daniel, Department of Commerce, CMS College, Kottayam.

2012-2013

1. A two day workshop on **Experiments in Physics** for college teachers on 10th and 11th 2013 in collaboration with the Electronic department of Rajiv Gandhi Institute of Technology, Pampady.

The college provides the teachers with all the necessary equipment and amenities to translate the curriculum effectively. The college provides well-

furnished, ventilated, classrooms and staffrooms. Internet connection and printing facilities are provided in each department. A fully automated library with INFLIBNET is provided. A Photostat machine is kept in the college as well as in the library. Intercom is available for easy inter-departmental communication. A seminar hall and auditorium are made available to conduct classes / presentations on a large scale. Smart classroom is made available for the teachers. A language lab is provided for improving pronunciation of the students. There is a co-operative store functioning within the campus which provides all the necessary books and other study materials for the students. All science departments have their own well equipped laboratories. The College has a computer centre with internet facility to help students grasp additional information.

Initiatives taken by the Institution for the Effective Delivery of the Curriculum

Along with making all the necessary facilities needed for the delivery of the curriculum, like smart classrooms, LCD projectors, OHPs, well lit classes with adequate furniture etc, the institute also insists that each teacher make lesson plans and teaching plans for each course to be taught. Reference books are made available in the department for the students. The college also conducts internal exams, one model exam per semester, projects, assignments and seminars for each course on time, as prescribed by the university.

Networking and Interaction with Beneficiaries.

Some of the departments in the college have tie-ups with various industries, such as Food Science, Social Work, Computer Science ,Commerce,(SIDCO, Malayala Manorama, Travancore Cements Limited, Rubco) and Zoology (TIES, an NGO).Students from these departments participate in the on the job training and other field work initiated by these institutions which are closely related with their curriculum.

Organisational tie ups of MSW Department.

- Lakshadweep State Social Welfare Board, Kavaratti Islands ,Via Cochin, 682555, Lakshadweep
- Montfort Community Development Society, P.B. No: 8737,No:17,SBIColony,ShastriNagar,Adayar, Chennai – 600020.
- Pondicherry Multipurpose Social Service Society(PMSSS),Pondicherry.
- GMR Varalakshmi Foundation, SKIP House,25/I, Museum Road, Bangalore.
- Kerala Institute of local administration (Kila), Mulamkunnathukavu P.O,Thrissur-680581, Kerala, India.
- Amritha Institute of Medical Sciences and Research Centre, Amrita Lane, AIMS Ponikkara P O, Kochi-41.

- St. Marthas Hospital, Bangalore – 560001.
- Smile Foundation, Bangara Hills, Hyderabad.
- CRY-Child Rights and You, DDA Slum Wing(Bharat Ghar), Bapu Park, Kotla Mubarkpur, New Delhi

Industrial tie ups of FACS Department

- A.K. R. Foods Pvt. Ltd, Coimbatore.
- Boston Tea India, Mangalore.
- Abad Fisheries, Cochin.
- Amalgam Foods And Beverages Pvt. Ltd, Chennai.
- Amulya, Hyderabad.
- Appu Nutritious Pvt. Ltd, Bangalore.
- Appy Fizz Frooty Beverages, Tamil Nadu.
- Aromatic Industry, Bangalore.
- Arrow Foods, Puthucherry.
- Britannia Foods Pvt. Ltd, Chennai.

Academy/ Industrial tie ups of Computer Science Department

- Tie up with LOGIC SOFTWARE SOLUTIONS,MNC,Kottayam.
- Tie up with IPSR,MNC,Kottayam.
- NIIT,Kottayam.
- APTECH,MNC,Kochi.

Faculty Contribution to Curriculum Development

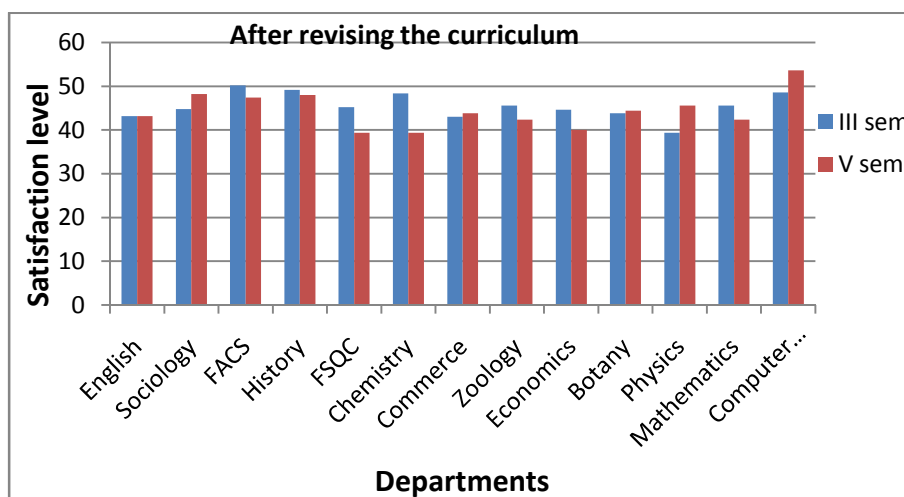
The teachers of the institution have been selected to various expert committees for the restructuring of the curriculum. Teachers from the various departments are members of the Board of Studies of the University and moreover, they participate in the various workshops and seminars conducted by the University for curriculum development. From our college, the following teachers have contributed to the syllabus revision by being part of the MG University Board of Studies and Expert Committee constituted for CBCSS.

- Ms.Anju Annette Cherian (Food Science Dept) has been on the Board of Studies since 1997 and for the CBCSS syllabus since 2010.
- Ms.Rittu Susan Babu (Food Science) has been on the Board of Studies since 2013.
- Dr.Sr Betsy (Family and Community Science)–has been on the Board of Studies since 2008 and is now in the expert committee.

- Ms. Mary Ipe(Family and Community Science) –was the Chairman of the Board of Studies till 2009 and is now on the CBCSS Expert Committee.
- Dr. Elizabeth P Kurien (Retired, Dept of English) - was on the Board of Studies from 2006-2010.
- Dr. Ajis Ben Mathews –has been on the Expert Committee since May 2012
- Dr. Renju D –has been on the Expert Committee since May 2012
- Ms.Sheela John (Sociology) –has been on the Expert Committee since 2008.

	No. of Faculty Members
Members of Board of Studies	5
Members of Subject Expert Committees	8

The institute conducts surveys to obtain feedback about the curriculum from the teachers, students and stakeholders and convey the suggestions to the University so that they can make revisions as per the feedback. The graph given below represents the feedback obtained from students of various departments after revising the curriculum by the university in 2010.



Curriculum Development by the College

The college develops the curriculum for the certificate courses that it offers for the students. The college first conducts a need assessment and based on the feedback obtained, it decides on the certificate courses to be offered that would promote employability after their degree. Most of these courses are specially designed for women, so that they can start their own small scale

industries if they wish to do so. The departments that conduct these certificate courses develop their own curriculum.

Name of Certificate Courses	Department
ASP.NET, Computer Hardware, Life Skill Development	Computer science
Computer Fundamentals, Number System, MS Office Tally, Page Maker	Computer Centre
Mushroom cultivation	Botany
Tally, Certificate course on Accountant and Tax practitioner by Tax study centre affiliated to National Centre for Labour and Learning.	Commerce
Open Office (Computer Course)	Zoology
Flower arrangement	FACS

Below are the lists of supplementary enrichment programs offered by the various departments.

SI. No.	Department	Add on Course
1	Sociology	Journalism and mass communication
2	Physics	Computer applications.
		Electrical and electronic equipment maintenance
3	Botany	Aesthetic treatments from nature
4	Economics	Travel and tourism
5	English	Communicative skills in English (2005-2012)

How the stated objectives of the curriculum are achieved and implemented

Pass Percentage of the Last Five Years with Respect to the University Average

Subject	2008-09		2009-10		2010-11		2011-12		2012-13	
	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average
English Model –I	97.5	86.24	96.67	89.32	89	70.06	100	86.36	100	82.84
English Model –II	91	-	100		68		91.67	75.75	100	67.92
Mathematics	93.94	88.88	95	78.54	96.43	82.55	92.86	83.23	90.91	80.79
Physics	100	90.81	95	74.46	74	75.48	100	84.69	65	77.20
Chemistry	76.9	84.97	57	72.43	77	77.98	83	79.44	95.65	75.98
Botany	100	88.16	90	74.24	86	82.54	84	71.60	94	75.74
Zoology	100	89.31	92.5	78.82	100	84.53	100	75.09	82.60	70.32
FACS	75	96.30	84.62	–	100	93.33	66.66	75	71.43	72.22
History	93.18	82.97	72.34	67.22	71	71.66	72.22	71.69	73.68	68.22
Economics	93.33	79.57	95.92	71.26	80.43	76.66	93.48	77.24	80.55	72.55
Sociology	83	71.79	88.5	49.84	83	59.69	90	71.34	77.42	68.33
Commerce	83	35.42	88.5	33.66	83	49.57	90	95.46	89.09	90.92
Food Science	100	–	100	–	100	–	95	92.30	95	93.33
Computer Science	80	–	92.31	–	94.44	–	93.33	83.76	94.74	80.44
Msc. Mathematics	60	58.98	68.42	60.28	57.89	70.69	65.22	69.34	Awaiting	
MSW	88	–	100	–	74	–	94	–	Awaiting	

Ranks secured in the University Examination (2008-09 to 2012-13)

Our students have stood in the first, second and third positions at the University level and have proved their merit in different courses.

Subject	2008-09	2009-10	2010-11	2011-12	2012-13
Mathematics	I				
English	I	II	IV & V	I st Position (A+)	
Physics		IV			

Zoology		II		IInd Position (A)	
Economics	II				
Sociology	II	III	III		
Food Science	II,III	II,III	I		
FACS			III		
Computer Science			II		
MSW			I	I & IV	

The institution makes sure that through implementing the curriculum effectively, the stated objectives are achieved. This is done by successfully completing the syllabus on time, conducting internal exams, assignments, projects and seminars as per the University guidelines, and also by calling various subject experts for workshops and conducting UGC aided seminars by the various departments. The PTA of the college organizes General Body meetings annually to discuss the major aspects on curriculum delivery. Class wise PTA meetings are conducted annually to discuss each student's academic progress and to evaluate the students. Progress reports are prepared and shown to the parents.

Academic Flexibility

Goals and Objectives of the Certificate/Diploma/Skill Development Courses.

With the growing rise in unemployment, and the need for women to find self-employment, the college has designed certain certificate courses in addition to add-on courses provided by the UGC to help the students achieve additional skills. Details of the above mentioned courses are already furnished in 1.1.7 and 1.1.8. The timings of the Add-on and Certificate courses have been arranged before the regular college hours for the convenience of the students.

ASAP-2013

Additional Skill Acquisition Program, ASAP, is an initiative of Departments of Higher Education and General Education, Government of Kerala, with a view to improve the employability quotient of students studying in Higher Secondary Schools and Undergraduate courses of Arts and Science colleges. ASAP is part of the State Skill Development Project designed with the objective of advancement of skill proficiency and development, in Kerala.

B.C.M. College also became a Training Partner Institute for ASAP by signing the Project Document. We agreed to conduct a fully residential program for a period of 21 continuous days except on Sundays. As part of ASAP program 4 faculty members from the college attended a training program conducted by

ASAP. Ms. Nithya Mariam John, Ms.Vineeta Anna Thomas and Ms. Cecil Anna John of the English Dept. attended four days, the “Train the Trainer Program”, organized by ASAP at Maria Rani Training Centre, Trivandrum from 6 April to 9 April 2013. Dr. Stephy Thomas of the Statistics Dept. attended the training for I.T. teachers from 8-9 April 2013 at Model Technical Higher Secondary School, Kaloor.

ASAP training was conducted in the college from 6 May 2013 to 26 May 2013. It was a 21 days residential program and 30 students from different parts of Kerala registered for the program. They were selected through Group Discussion and a personal interview which were conducted in their respective colleges. ASAP sessions of each day started at 9.00 a.m. and ended at 8.00 p.m.

The training program included 100 hours of English communication skills and 45 hours of I.T. skills. Classes were handled by Dr.Stephy Thomas, Ms.Nithya Mariam John, Ms.Vineeta Anna Thomas and Ms. Cecil Anna John. After undergoing the training, the students took APTIS test, an online test conducted by the British Council. The program concluded with a valedictory function on 26 May 2013. The student trainees who secured good grades would be appointed as S.D.E. s or Skill Development Executives and they would be sent to colleges and Higher Secondary Schools to train the students in communication skills and Information Technology. ASAP conducted at B.C.M. College, under the aegis of the Govt. of Kerala, was a huge success as it improved the communication and I.T. skills of the student trainees.The college was appreciated for its performance by Kerala Government with Four Star Rating.

Academic Flexibility

At B.C.M. College for Women, we make sure that ample academic flexibility as regards to elective papers given to the students so that they have the privilege of choosing certain courses to develop their skills and enrich themselves.

Department	Electives Offered	Elective Chosen	Reason for Choosing the elective
English	1. Creative writing in English 2. Regional Literature in Translation	Regional Literature in Translation.	To be acquainted with the various regional literatures offered in translation
Voc. English	1. Creative writing in English 2. Regional Literature in Translation	Regional Literature in Translation	To be acquainted with the various regional literatures offered in translation
Mathematics	1. Operation research 2. Programming in C	Operation research	The linear programming problems and their

	3. Topology 4. Theory of computations		applications are used in various areas of Management, Business and Industries.
Physics	1. Astronomy and Astrophysics 2. Information Technology 3. Renewable Energy Technology 4. Nano science and Nanotechnology 5. Optoelectronics	Information Technology	To learn about the fascinating world of information technology and use the tools available in internet and world wide web for a deep study of the subject.
Chemistry	1. Nano Chemistry & Nano technology. 2. Industrial Chemistry 3. Polymer chemistry 4. Environmental chemistry. 5. Soil and Agricultural chemistry 6. Computer applications in chemistry 7. Pharmaceutical chemistry 8. Petrochemicals	Environmental chemistry	Enable students to study the concepts and techniques in monitoring, analyzing and solving environmental issues and to inculcate environmental awareness among the common mass.
Botany	1. Plant genetic resources management 2. Phyto chemistry 3. Agri business	Agri business	Inculcate and impart an idea about the business opportunities in the field of Plant Science.
Zoology	1. Ecotourism 2. Nutrition, Community health, and Sanitation 3. Economic Zoology.	Economic Zoology.	To develop critical thinking skill and research aptitude among students by introducing the frontier areas of biological science and to introduce the students to some of the present and future applications of bioscience
FACS	1. Introduction to Industrial apparel manufacturing techniques. 2. Food quality assurance 3. Early childhood care and intervention	Early childhood care and intervention	To have an awareness of the early stimulation programmes and equip them to deal with challenged children.

	4. Surface ornamentation techniques 5. Women's studies.		
Food Science	1. Food facts and principles 2. Food engineering 3. Environmental microbiology	Food facts and principles	To get deeper knowledge about food related topics.
Computer Science	1.Data mining 2.Client server computing 3.Image Processing	Client server computing	To implement Network architecture awareness
History	1. Archaeology in India 2. History of Folklore 3. Gender studies 4. History of science and technology.	Archaeology in India	Relevant subject for pursuing higher studies/research.
Economics	1. Outline of economic thought 2. Human resource management 3. Marketing management 4. Entrepreneurship and Small Business Economics 5. Travel and Tourism Management 6. Econometric methods 7. Informatics.	Marketing management	To create awareness and develop marketing skills to enhance job opportunities of the students.
Sociology	1. Urban Sociology 2. Rural Sociology 3. Informatics.	Rural Sociology	To equip them with better awareness on how to deal with sociological issues.
Commerce	1.Finance and Taxation 2.Computer applications 3.Co-Operation 4. Travel and Tourism 5.Marketing	Finance and Taxation Computer applications (B.Com self finance.)	To ensure better job opportunities for the students and to offer a pathway into the world of computers.

The courses offered by the college are in modular form. We do not allow for credit transfer and accumulation of credits. Though we do not allow vertical mobility, we do allow lateral mobility. In the 5th semester, students can opt for

an open course from any department other than their own department. Following are the details of the open courses provided by our college.

Open courses

Departments	Open course
English (Model 1 & 2)	English for careers
Mathematics	Applicable Mathematics
Physics	Energy and Environmental Studies
Chemistry	Chemistry in Everyday Life
Botany	Agri-based Microenterprises
Zoology	Human Genetics, Nutrition, Community Health And Sanitation
Family and Community Science	Self-Empowerment Skills
Food Science and Quality Control	Food Facts and Principles
Computer Science	Internet, Web Designing and Cyber Laws
History	Social Implications of Modern Revolution
Economics	Fundamentals of Economics
Sociology	Elements of Social Psychology
Commerce	Fundamentals of Accounting
Physical Education	Physical Health And Life Skill Education

COURSES OF STUDY

Core and complementary for UG

Sl. No	Core	Complementary
1	BA English Literature	General Psychology Evolution of Literary Movement
2	BA Vocational English	Evolution of Literary Movement

		Commerce
1	BA History	Sociology General Economics
2	BA Economics	General Psychology Social Formation in Indian History
3	BA Sociology	Historical Roots in Modern World History and General Economics
6	B.Sc. Mathematics	Statistics Physics
7	B.Sc. Physics	Mathematics Chemistry
8	B.Sc. Chemistry	Mathematics Physics
9	B.Sc. Botany	Chemistry Zoology
10	B.Sc. Zoology	Chemistry Botany
11	B.Sc. Family And Community Science	Chemistry Zoology
12	B.Sc. Computer Science	Mathematics
13	B.Sc. Food Science And Quality Control	Chemistry Zoology
14	B.Com	Taxation(Elective)
15	B.Com	Computer Application

Post Graduate programmes

SI. No	Programme	Discipline
1	M.Sc.	Mathematics
2	MSW	Social Work
3	M. Com	Finance
4	M. Com	Taxation
5	MA	English Language and Literature

Self –Financed Programs.

The college offers self-financed programs at the UG and PG level. They are as follows:

Program Level	Name of the Program	Year of Commencement
PG	Master of Social Work	2002-2003
	MA English	2013-2014
	M. Com Finance	2013-2014
	M. Com Taxation	2013-2014
UG	Food Science and Quality control	1997-1998
	B.Sc. Computer Science	2003-2004
	B.Com	2013-2014

Admission

The admission to these courses is based on the norms specified by the University. The Central Allotment Process (CAP) of the affiliating university consists of a single window system, where students are ranked and given admission according to their choice.

For aided programs, the distributions of seats are as follows:

Open Merit	-	50%
SC	-	15%
ST	-	5%
Management	-	20%
Community Quota	-	10%

For Self- Financed Programs, the management gets 50% of seats and 50% of seats are for Merit.

Name of the program	Admission	Tuition Fee	Annual Administration Fee
MSW	CAP+ Group Discussion +Interview	18750	600
MA English	CAP	18750	600
M.Com Finance	CAP	18750	600
M.Com Taxation	CAP	18750	600
B.Sc. Food Science and Quality control	Prior to CAP, the self-financing departments in the Under Graduate stream namely Food Science and Quality Control and Computer Science could provide seats to	12500	400+25% of tuition fees(special fee)

	students based on their merit and aptitude for the subject as issued by the University norms.		
B.Sc. Computer Science	A general counseling is also held for students and parents for this purpose in Food Science and Quality Control. Seat increase has been sanctioned by the University on request from the institution. Since CAP was implemented the number of seats allotted is filled in part by the management and the rest through the University	18750	300
B.Com (Computer Application)	CAP	11250	300

Curriculum

The curriculum is designed by the University at the UG and PG level. External evaluation is done by the University and internal evaluation by the college according to the norms prescribed by the University. This is the same case for aided and self-financed courses.

Fee Structure

The fee structure for the students is as per the University norms. The fees collected from the students are used for remuneration of the faculty.

Teacher Qualification

Teachers with a post graduate degree (MA/M.Com/M.Sc.) and or with M.Phil /NET are chosen as faculty at the UG and PG level. The Management appoints the teachers and their salary is decided upon by the College Management.

Curriculum Enrichment

Efforts made by the Institution to Supplement the University's Curriculum

To ensure that the academic programs and the goals and objectives of the Institution are integrated into the curriculum, the college conducts value education programs for the students, tutorial hours, personality development programs, exhibitions, interactive workshops and seminars, slide shows, power point presentation, quiz contests, debates and group discussions. The seminars/ workshop conducted by the various departments for the curriculum enrichment are as follows.

Name of the Department	No. of Seminars/ Workshops Conducted
English	7
Mathematics	8
Chemistry	10
Botany	10
Zoology	10
Economics	5
Commerce	10
Food Science and Quality Control	21
Social Work	24
Computer Science	16

Efforts made by the Institution to Modify, Enrich and Organize the Curriculum

In order to reflect the experiences of the students and to cater to the dynamic employment market, the college conducts many certificate and diploma courses, personality development courses and additional skills courses. Add-on courses help students to gain additional skills apart from their choice courses.

Department of Mathematics

- ❖ Conducting PG Entrance Coaching for the last 4 years
- ❖ Coaching For entry into services
- ❖ Net coaching for M.Sc.Maths students

Department of Botany

- ❖ Research centre visit
- ❖ Industrial visit

Department of Food Science, Computer Science and MSW

- ❖ On the job training

Department of English

- ❖ Conducting add on course

- ❖ Conducting language lab
- ❖ Enabling students to view classic films pertaining to the syllabus

Efforts made by the Institution to Integrate the Cross Cutting Issues

Topics	2012-13
Gender	Women's forum in association with SAMM(Spirituality, Life and Mental Health Movement) • Medical and psychological aspects of protection of women-Dr Varghese Punnose (05-03-2013) • Photo exhibition by department of Physics in association with AIMSS on the theme of atrocities against women.
Climate change	• Exhibition on monsoon related diseases-FACS dept.
Environmental education	• Organized a seminar on life style diseases in association with Archana Women's Society, Ettumanoor as a programme of GOI, field Publicity Office • Dept of Physics-exhibition for students of nearby schools accompanied by a planetarium show "secrets of universe". Students watched stars at night using the telescope of Science and Technology Museum • Department of Social work has undertaken IDDR programme of GOI-UNDP DDR (Govt. of India United Nations Development Project) Programme & Kerala State Disaster Management Authority in Kottayam, Pathanamthitta and Idukki Districts.
Human rights	1. Women's forum in association with SAMM Role of police in the protection of women- Shri.C Rajagopal IPS(05-03-2013) 2. Seminars on the values and roles of girls, crime and juveniles and problems faced by the elderly –Dept of Sociology 3. A Traffic awareness seminar was organized under the aegis of Kottayam district PauraSamiti on July 2012 4. Organised drama in the college on the theme "Violence against children". Students team from Arepparambu school presented the drama

	5. Reputed advocates are invited regularly to conduct a one-day legal awareness class on Women's rights for the III year students.
ICT	1. Seminars and workshops on cyber-crimes, ANDROID, MICROSOFT-Dept. of Computer Science

Topics	2011-12
Environmental education	1. Live labs on mushroom cultivation,vermi compost unit,starobservation,artificial flower making and embroidery work were conducted 2. UGC sponsored seminar on "Energy and Environmental studies" 3. Organised nutrition education class for adolescents at St.Marys higher secondary school,Kidangoor 4. 'Flora'-2011 an exhibition of plants and variety of woods
Human rights	1. Organised international day for the elderly (SafalamSayahnam)in association with 'smile India-pakalveedu'. 2. Organised a workshop on religious freedom in association with 'international association for religious freedom'. 3. Organised various programmes on AIDS DAY in association with 'AshaKiran', a home for rehabilitation of AIDS affected. 4. Reputed advocates are invited regularly to conduct a one-day legal awareness class on Women's rights for the III year students.
ICT	1.Seminar on E-waste, cloud computing, ASP, PHP

Topics	2010-11
Gender	1. Sr. Michael Debate competition was conducted in the college campus on the topic "Sthree Samvaranam Avashyamayo"? 2. Opinion survey against violence against women(in association with Y's men) 3. A UGC Sponsored equal opportunity centre started

	functioning in the college to redress the problems with gender issues.
Environmental education	1. State seminar on bioinorganic chemistry-July 22,2010 2. Inhonour of our retired teachers on 17th January 2011 in association with KrishiVigyanKendram,Kottayam on “use of different preservative in food”. 3. One day seminar on the technology of processing of various forms of cereal and cereal products on 8th December 2010.
Human rights	1. Awareness campaign on Palliative care 2. Seminar of ‘missing children Home link Network’ and Child Protection Policies 3. Organised a seminar on ‘STDs and HIV on world AIDS day(in association with Dist. Hospital Kottayam) 4. Reputed advocates are invited regularly to conduct a one-day legal awareness class on Women’s rights for the III year students.
ICT	1. Seminar on pervasive computing was conducted in 15 September 2010 by Dr. Sherimon PC, Head of IT section, Govt. Engineering College, Muscat

Topics	2009-10
Gender	1. Dr. Sethumadhavan,esteemed holistic treatment and naturopathy expert delivered a speech on September 25,2009.The topic was’ life style changes and health of adolescent girl’. The speech was followed by a ‘stress bursting’ exercise for the audience 2. A One day UGC Sponsored Seminar On Women Empowermentwas held on October 6th,2009by Prof.LeelaGopikrishnan.
Environmental education	1. As part of the World Food Day Celebrations an exhibition named Xtrium was held on 15th October 2009.It was made open to school studentsalso.Meat industry and Milk industry were focused with all the processing displayed clearly. 2. A talk on the Basics of tissue culture was conducted on November 5,2009.Dr.Dennis Thomas, Lecturer,St.Thomas College Pala as the chief guest.
Human rights	1. Sociology department conducted a debate on 28th July

	2009 on topic-Women Reservation in the government bodies is it necessary or not? 2. Reputed advocates are invited regularly to conduct a one-day legal awareness class on Women's rights for the III year students.
ICT	1. Seminar on computer hardware was conducted on 15 December 2009 for the first year students

Topics	2008-09
Gender	1. SSAWDIN conducted a three day workshop on 'Gender Issues' at Christvashramam, Manganam (Dec 2 to 4). Ms Kalki (Sahodari Foundation, Chennai) Ms. Rekha Raj, Mr. Yakob Thomas and Mr. Santhosh were the resource persons.
Climate change	1. Talk on Global Warming-2008 2008 being the International year of Planet Earth, a seminar was conducted on global warming and climatic changes on 6th June by Rtd Prof T J Mathai, S B College.
Environmental education	1. Biochemical Expo 08 on August 28 And 29th – ISRO, Krishi Vigyan Kendra, Rubber Research Institute, Kottayam Social Service Society, Nagarjuna and Rotary Club of Kottayam East And Various Institutions Participated. 2. A seminar was conducted with resource persons as Dr. Saiffudhin Prof and Head of The Remote Sensing Department, Kerala Agricultural University as the guest speaker of the morning session. Dr. Benny George, Scientist Of RRII took a class on polymers and synthetic rubbers 3. On January 2009 a seminar with two eminent professors from USA as guest speakers. One among them, Dr. Sidney Alton Ewing, Professor Of Veterinary Parasitology, Oklahoma State University, delivered an informative lecture on parasites and their lifecycles 4. A two day seminar on energy conservation, biochemistry and biotechnology as a joint effort of three departments-Chemistry, Botany And Zoology as a part of their golden jubilee celebrations. the seminar as conducted on 2nd and 3rd January 2009. Dr. Rachel George, Dr. Babu Philip, Dr. Jose Kudakasseril And Dr. Punnen Kurian were the resource persons

	5. 14 October 2008- A one day seminar on meat and meat products as conducted in relation with Food Science association inauguration. Technical session as handled by Dr.Nirmal Satish B, Bachelor In Veterinary Science And Animal Health
Human rights	1. December 10th 2008- our students attended a seminar on human rights conducted by human rights protection council at loured hall, Kottayam 2. samanaya-coming together for child protection A meet as organized on 25th august 2008 for creating a protective environment for children 3. International day for prevention of child abuse as observed on 19 November 2008.handprint campaign, slogan campaign, street rally to Thirunakkara were the main activities 4. December 1-World AIDS day as observed by the dept of social work. Two teams of students visited six places and performed street play. A rally was taken out to Thirunakkara 5. A National Seminar was conducted based on the theme “coming together for child protection” on 6th and 7th February 2009.The programme was organized with the association of Dept Of Sociology and Dept of Family and Community Science with the support of UNICEF. Dr.Shekhar Sheshadrio (Child Psychiatrist, NIMHANS) was the key resource person 6. Reputed advocates are invited regularly to conduct a one day legal awareness class on Women’s rights for the III year students.
ICT	1 Seminar on NEW TRENDS IN IT INDUSTRY-27th August 2008 by Mr.Naveen B 2 Seminar on JAVA APPLICATIONS conducted by sun micro systems in coordination with NIIT at ORCHID RESIDENCY on 29th August 2008.The seminar was taken by Mr.Amal Desai, an eminent IT professional 3 Seminar on Computer hardware was conducted on 16 October 2008 for the first year students 4 A Seminar on project guidance as held on 12th January 2009 for the 3rd years by Ms.Vilfy and Ms. Prema, Faculty of Logic Software Solutions.

Value- Added Programs

Value added programs are coordinated by the Ethics committee of our college. The college conveys moral and ethical values through value education classes, tutorial classes, orientation programs, annual retreats, Holy mass (every month), special prayer sessions (like rosary), counselling, CSM activities etc, generic and life skills and better career options by means of Add on and Certificate courses. Community orientation programs are conducted by Women Cell, NCC, NSS and SAMM, an NGO which works for the betterment of the student community.

Curriculum Enrichment through Stakeholders' Feedback

A new curriculum often needs revision. This is done by taking valuable feedback from students, teachers and other stakeholders. Discussions within the department and between teachers at various seminars and workshops enable them to come up with new ways of enriching the curriculum. At the end of each semester, course wise feedback and subject wise feedback are taken from the students. These suggestions, along with the suggestions from the teachers are communicated to the Board of Studies who implements the suggestions and feedback in the following semester. For example, some chapters from the general English text were deleted after pointing out its irrelevance. Regular PTA meeting, make interaction with parents feasible and their valuable suggestions are accepted and incorporated.

Evaluation of the Quality of Enrichment Programs.

The quality of the enrichment programs are evaluated by the teachers, the management and also from the feedback of the students. During PTA meetings, suggestions are taken from parents regarding the outcome of these enrichment programs and how they have been helpful in securing jobs.

Feedback Mechanism

There is a formal mechanism to obtain feedback from teachers, students and stakeholders.

- **Teachers**-Feedback from teachers are collected from discussions within the department and also at workshops conducted for such purposes.
- **Students**-Feedback from students is taken from classes through feedback forms regarding the performance of teachers, learning process and curriculum.
- **Grievance/Suggestion box** is provided by the college to gather the various grievances/suggestions of the students.
- **Parent Teacher Association (PTA)**-During PTA meetings, parents are also asked to give their suggestions regarding the current syllabus.

- **Industries**-Students of Computer Science, Food Science and Quality Control and MSW undergo short term training programs in various organisations. The feedback from these organisations is obtained by the college regarding the performance of students and curriculum.
- **Academic peers**-who visit various departments for seminars and practical exams provide their feedback.
- **University**-conducts syllabus revision workshops and curriculum redesigning workshops, during which the representative teachers communicate the suggestions to the Board of Studies who later implement it

Positive and negative aspects of the feedback received from various sources are analysed by the Principal and College Council, IQAC and constructive measures are taken.

Rationale for Introducing New Courses

During the last four years, the college has introduced four new courses, both in the self-financed and aided streams. At the UG level, a B.Com with Computer Applications (self-financed) began in 2013. At the PG level, MA English (aided) and MA English Self-financed was sanctioned in 2013. MSc. Home Science with Child Development (self-financing) was also sanctioned in 2013. MA English (self-financed), M.Com Taxation, M.Com Finance courses were started in 2013.

B C M College for Women being one of the leading women's colleges in the state, felt the need to expand and introduce new courses which will meet the demands of the girl students. Moreover, there has been a growing demand for admissions to traditional degree courses, as more girl students are opting for degree courses than professional courses. Among those, Commerce and English stream has got more demand ratio. The highlighting factor is that our own students wish to continue their further studies here itself. With an excellent faculty capable of handling new course, and infrastructure that permits us to do so, the institution felt that offering new post graduate courses for students would be the right thing to do.

CRITERION II

TEACHING, LEARNING AND EVALUATION

Student Enrolment and Profile

A frontrunner in the quest for excellence, our college is a premier institution of higher education, affiliated to the Mahatma Gandhi University, imparting quality education mostly to girls. The college aims at the shaping of an enlightened society with the relentless pursuit of excellence in academics, cultural activities, sports and also in addressing the needs of the society.

Publicity and Transparency in Admission Process

The admission process is strictly in accordance with the norms of Mahatma Gandhi University and the Government of Kerala. Admission to the undergraduate and post graduate programmes of the college is notified by the circular issued by the university which is publicized through the **college website, newspapers** and college **prospectus**. Initiatives are taken by the college to ensure that the aided and self- financing courses offered are highlighted in career related articles published in the leading news papers during the time of admission. Prospectus is published afresh every year by the college. The prospectus elaborates details of courses offered for the undergraduate and postgraduate programmes, complementary, choice based, open course, add on courses and certificate programmes. The college website (www.bcmcollege.org) is regularly updated and contains detailed information about the college.

Criteria Adopted and Process of Admission

The college offers 15 undergraduate and 5 post graduate courses in the aided and self financing streams. From the next academic year onwards two more PG programmes will be started, MA English Literature (Aided) and M.Sc. Home Science (Child Development) in unaided stream.

Admission Process during the Period 2008-2011 (Prior to CAP)

Application forms are made available during the time of admission in the college office along with the prospectus/ brochure. Interview cards are sent to the applicants and admissions are made in the order of merit as per rules issued by the University. The management seats and community seats are filled after duly publishing the merit lists and the eligible candidates are notified by sending intimation cards or called over telephone to appear for the interview. General merit list and selected candidates list are displayed on the college notice board and the candidates are informed through post also.

Allocation of Seats in each Category as per University Rule is as follows

Sl. No	Category	Percentage of Seats
1	Open Merit (Including physically handicapped-3%, sports-10% in UG & 5% in PG)	50
2	SC/ST	20 (SC-15, ST-5)
3	Community Seats	10
4	Management Seats	20

Centralized Allotment Process or CAP (Single Window) was introduced for the undergraduate and post graduate programmes from the academic year **2011-12**. Since then, applications are received online and the selection to the merit and SC/ST seats are done exclusively by the University.

Selection process for the undergraduate and post graduate courses through CAP is as follows:

1. Students who have been selected through CAP are intimated through the university website.
2. In CAP admission, merit seats and SC/ST seats are filled by the University, the other seats are filled by the college as was done prior to CAP.
3. On the prescribed date given by the University, students are admitted in college after verification of the original documents. The admission process is transparent and is in accordance with the norms of the Mahatma Gandhi University. The fee structure also conforms to the University statute.

Admission Process in MSW

From 2008 onwards the University conducts a common entrance test for **MSW** admission. The eligibility criterion is any degree with 50% marks or equivalent grade. The candidates have to apply directly to the University with the prescribed fees. After publishing the result of this entrance examination, the University conducts a counselling through which the candidates can opt colleges. There are 30 seats for the MSW course in this college. A marginal increase of 8 seats is also approved by the University on request every year. Out of this 50% of the seats are filled by the University through the counselling process. Remaining 50% seats are filled by the management through its own admission process. The application for the same is made available in the college and its website. The criteria for this selection are a

written test, group discussion and interview. The marks of these three components are considered along with the marks obtained by the candidate in the degree examination, for preparing the rank list. The Department of Social Work admits both male and female candidates. SC/ST and OBC candidates take admission through the counselling process by MG University.

The self- financing UG courses offered by the college include **Food Science and Quality Control and Computer Science**. In the CAP admission of these two programmes, 50% of the seats are filled by the University and the remaining 50% by the college on pure merit and aptitude for the subject. Before CAP was introduced the college, with the sanction of the university could fill all the seats based on merit, personal interview and aptitude for the subject. After preparing the merit list, the students and parents are invited to the college for course counselling in order to create awareness about the programme.

Though the college has the status of Minority Christian educational institution, it welcomes all sections of society, especially the marginalized, the differently abled and under privileged students of the society. A **Help Desk** is available in the college, during the time of admissions to help parents and students clear their doubts regarding the admission process.

The Minimum and Maximum Percentage of Marks at Entry Level

For securing admission the candidate must have passed Plus two or equivalent examination with a minimum of 35% for UG, 50% for PG (SC-45%, ST-Pass in the undergraduate course)

Comparison of Marks at Entry Level with Other College within the District

SL No	Programme	Year	Our College		College Within the District (Assumption College)	
			Max %	Min %	Max %	Min %
1	BA English Literature	2010-11	92	52	89.4	51.5
		2011-12	94	57	95.7	57.3
		2012-13	98	64	99	50.6
2	Vocational English	2010-11	78	54	NA	NA
		2011-12	89	54		
		2012-13	91	61		

3	Economics	2010-11	78	38	87	54
		2011-12	76	41	92	53
		2012-13	83	45	88	53
4	History	2010-11	69	43	97.2	49.8
		2011-12	60	42	93.6	55.5
		2012-13	80	40	76.2	35
5	Sociology	2010-11	84	48	NA	NA
		2011-12	89	37		
		2012-13	94	36		
6	B.Com	2010-11	87	53	89.2	74.8
		2011-12	86	48	93.4	84
		2012-13	92	56	94.2	84.2
7	BSc Mathematics	2010-11	87	64	88	71
		2011-12	88	62	96	73
		2012-13	90	56	98	76
8	Physics	2010-11	92	57	93	88.2
		2011-12	85	63	99	67
		2012-13	94	57	96.7	76.9
9	Chemistry	2010-11	86	58	94.5	76.6
		2011-12	95	60	93.7	81.7
		2012-13	93	42	96	83
10	Botany	2010-11	83	55	84	86
		2011-12	94	56	71	51
		2012-13	87	54	78	58

11	Zoology	2010-11	87	55	86	63
		2011-12	90	46	79	69
		2012-13	81	52	82	75
12	Family and Community Science	2010-11	74	47	83	49
		2011-12	74	49	76	56
		2012-13	68	44	77	58
13	Computer Science	2010-11	89	51	98.4	83
		2011-12	96	59	95.4	85.5
		2012-13	85	58	93	85
14	Food Science and Quality Control	2010-11	93	56	NA	NA
		2011-12	86	56		
		2012-13	87	56		
15	PG Mathematics	2010-11	94	42	NA	NA
		2011-12	94	55		
		2012-13	91	57		
16	Social Work	2010-11	89	50	67	48
		2011-12	80	50	77	51
		2012-13	82	50	80	51

Review in the Admission Process

After the admission process, the unfilled SC/ ST seats are converted to OBC and later to general merit. Review of the student profiles helps to understand student's backgrounds and their needs

With the introduction of CAP the candidates need to submit only one application for a course for opting any number of college/course combinations based on their eligibility. It is a simple and transparent process of allotment which gives the candidate opportunity to exercise options of their choice conveniently in the order of preference. This has resulted in an increase in demand for the seats.

Admission Policy of the Institution Reflecting the National Commitment to Diversity and Inclusion

B.C.M. College for Women is situated in the heart of Kottayam. This makes the college easily accessible to students especially, the differently abled from various parts of the state. The college was initiated with a view to educate the girl child and it is committed to the same. The college caters to students who are socially and economically backward too.

No. of students admitted from different sections of society

Category	2008 -09	2009-10	2010-11	2011-12	2012-13
SC	106	105	98	245	284
ST	19	23	23	21	29
OBC	257	282	229	298	305
Lakshadweep	3	4	4	5	6
Minority Community	408	423	416	448	498
Differently abled	3	3	5	8	10
Economically weaker students	242	259	239	244	269
Total No. of students	1255	1282	1218	1299	1424

As the college strictly follows the reservation policy of the government, equity is ensured to SC/ST students at the UG and PG levels. Students with disabilities are provided with all the amenities within the campus. The college takes special care to accommodate their needs. The minority communities are given preference for admission in filling the management seats. Fee concessions and free accommodation is provided to economically backward students. Students who are meritorious in the Sports Category are also granted financial assistance by the State and Central government. The college provides financial support for purchasing study materials. Deserving students are identified by the faculty and are given scholarship from the funds collected from the staff and the students along with fee concession and free hostel accommodation. The UGC sponsored **Equal Opportunity Centre** working in

the college, addresses the academic, social and financial needs of the disadvantaged group.

Demand Ratio Among the Programmes Offered

The demand ratio for admissions to various courses is comparatively high. The College offers fifteen UG and five PG courses. As per the demand of the courses, the college requests the University for Marginal Increase in seats every year.

Programme	Number of Application received					Number of students admitted				
	2012-13	2011-12	2010-11	2009-10	2008-09	2012-13	2011-12	2010-11	2009-10	2008-09
BA English Lit.	Centralised allotment process by the University (Single Window)		282	352`	312	46	52	34	42	39
Vocational English			22	30	64	28	24	8	12	24
Economics			188	280	212	49	47	40	48	51
History			152	210	168	48	47	44	40	46
Sociology			98	80	85	39	36	32	30	34
B.Com			420	500	480	60	70	57	60	62
BSc Mathematics			125	150	140	34	26	24	31	29
Physics			140	124	182	33	24	25	26	30
Chemistry			102	85	122	35	30	26	27	33
Botany			65	75	65	44	36	18	26	23
Zoology			80	130	148	42	34	24	28	30
Family& Community Science			11	21	42	29	16	7	13	21
Computer Science			202	260	351	57	64	41	46	61
Food Science & Quality Control			62	69	61	34	28	22	23	21
PG Mathematics			92	75	95	30	18	22	22	22
Social Work			148	162	141	36	36	33	31	28

Programme	Demand ratio				
	2012-13	2011-12	2010-11	2009-10	2008-09
BA English Lit.	CAP	CAP	8.1	8.33	7.95
Vocational English	-	-	2.75	2.5	2.66
Economics	-	-	4.7	5.83	4.15
History	-	-	3.45	5.26	3.65
Sociology	-	-	3.06	2.66	2.5
B.Com	-	-	7.36	8.33	7.74
BSc Mathematics			5.2	4.83	4.87
Physics			5.6	4.8	6.1
Chemistry	-	-	3.92	3.14	3.69
Botany	-	-	3.61	2.88	2.72
Zoology	-	-	3.33	4.64	4.99
Family& Community Science	-	-	1.43	1.53	1.91
Computer Science	-	-	4.87	5.66	5.75
Food Science & Quality Control	-	-	2.74	3.04	2.96
PG Mathematics	-	-	4.18	3.4	4.32
Social Work	-	-	5.84	5.24	5.01

Catering to Student Diversity:

One among the prestigious institutions in the state, our college attracts a wide cross- section of students from all over Kerala and also abroad. The college has made a concerted effort to cater to the diverse needs of students as the student community consists of members from different sections of society who are widely disparate in terms of caste, class and culture.

Differently-Abled Students

The college strictly adheres to all the government policies in providing amenities for the welfare of the differently abled students. The effective tutorial sessions, held regularly in the college, help to identify the differently

abled students and their diverse needs. This also helps in identifying the slow and advanced learners and accordingly, their needs are addressed.

As suggested by the PTR (second cycle, Jan 2008), equity for the differently abled students are increased by providing them with the following facilities

- The college offers scribes and grants extra time for these students during examinations.
- The faculty encourages these students to participate in all activities both within as well as outside the campus.
- A ramp is made available in the auditorium for their easy mobility.
- They are provided with peer help whenever required and are given special focus and attention in the class rooms.
- Slow learners are given proper coaching and care, in the learning disability class organized by the Association for the Learning Disabilities India (ALDI), Kottayam Chapter.
- The visually challenged students are aided with notes in large font size and the other students help them to study the lessons.
- Toilets are provided in every floor for physically challenged students and they are assisted to climb the stairs with the help of volunteers
- General English classes are mostly arranged in the ground floor so that they can easily access the class room.

Assessment of Student's Needs by the Institution Before The Commencement of the Programme

The principal addresses the students and their parents regarding the general rules and regulations of the college, before the commencement of the course. The Head of the Department along with the faculty meet the students and their parents and gives a general outline of the syllabus, scope of the subject, career opportunities and familiarizes the students about the activities of the department. Subject counseling for students are arranged by the departments on the opening day, by the faculty or by prominent teachers from other colleges. In the academic level, students are assessed in terms of their higher secondary marks. Each department conducts a fresher's day, which acts as a platform for the display of their talents and skills. After the formal opening session, the college arranges a three day orientation programme for the newly admitted students.

The departments of MSW and Food Science and Quality Control conduct a formal induction programme before the commencement of regular classes.

Strategies Drawn By the Institution to Bridge the Knowledge Gap

To cope with the new programmes of the newly admitted students, the college first of all assess each student through the tutorial sessions. Each tutor is in charge of a class and through interaction with the students; the slow and advanced learners are identified. The slow learners are given extra coaching by the tutor as well as by the advanced learners. The Science departments conduct special sessions to familiarize the students with new scientific terms and laboratory equipments. The college is conducting **Remedial coaching**, a UGC funded programme for coaching SC/ST and minority students to help them in their curriculum and for entry into services. This in turn enables the enrolled students to cope with their curriculum.

List of Students Who Benefitted From Remedial Coaching

Sl. No	Year	Total Number of Students
1	2008-09	209
2	2009-10	203
3	2010-11	146
4	2011-12	138
5	2012-13	56

Sensitization of Staff and Students on Cross Cutting Issues

Creating Gender Awareness

Creating Gender awareness is necessary not only because of the Constitutional provisions but also to unleash the energy and productive capabilities of women.

- The **Women's Cell** of the college in association with SAMM, an NGO organization (Spirituality, Life and Mental Health Movement) co-ordinated a series of seminars in our college, led by eminent speakers like Dr Roy Abraham Kallivayalil, Dr Varghese Punnosse, Dr C. Rajagopal IPS, on person centered approach in mental health, medical and psychological aspects of protection of women and role of police in the protection of women respectively. Women's cell also conducts invited lectures on a variety of issues like women empowerment, female foeticide, and entrepreneurship
- The **UGC sponsored Equal Opportunity Centre**, addresses gender-related issues. It aims to preserve equal opportunities for the disadvantaged groups, provides guidance and counseling with regard to academic, social

and financial diversity within the campus. In 2012- 13, a three day certificate course was conducted for the final year students.

- Various departments have conducted invited lectures, seminars, street plays on many social issues like women's security, value and role of girls in Society, and gender equality.
- Women's help line (emergency) numbers are given in the college calendar and the students are made aware of the same.

Nature Conservation

With a view to sensitize the students on the importance of protecting our environment, the college has addressed various issues with regard to nature conservation.

- The Nature Club and the "Bhoomithra Sena" effectively functions in the college to arouse interest among the staff and students in nature conservation. Listed below are some of the activities of the Bhoomithra Sena.
 - One thousand saplings were distributed by the club members in association with the Forest Department.
 - The club regularly conducts essay and painting competitions on the theme, Eco- friendly waste management.
 - A dance performance was organized in order to make the students aware about the Chipko Movement.
 - Incinerators have been established in the hostel and college.
 - A talk on "Nature Conservation" was led by Dr Annie T. John, Associate Professor in Botany, CMS College, Kottayam.
- A joint effort by the staff and students has made the campus plastic free and the college was conferred with an award for **Best Clean Campus** in Kottayam as part of the project by "Jana Maithri" Police.
- The college has undertaken **IDDR programme (International Day for Disaster Reduction)** of GOI-UNDP DRR (Government of India, United Nations Development Project) and Kerala State Disaster Management Authority in Kottayam, Pathanamthitta and Idukki Districts.
- The Department of Zoology maintains a **Vermi-Composting unit** to make the students familiarize with the benefits of using organic fertilizers.
- The Department of Botany has a **green house** within the campus. They conduct mushroom cultivation classes.
- Dr. Maggi John, Department of Chemistry, has been sanctioned a UGC **minor research Project** on the topic, "Seasonal and regional variation of

water quality parameters of Meenachil river with special emphasis on Kumarakam Panchayath”.

- The Department of Chemistry offers the elective, **Environment Chemistry** for students.
- Power Quiz competition on **Energy Conservation** along with the state Electricity Department is conducted every year.
- The **World Food Day** is celebrated every year by the Food Science and Quality Control department with a chosen theme. Every year invited lectures and poster competitions are organized.
- Poster presentation Competition was conducted by Department of Chemistry on environmental issues in memory of Prof.(Late). Susamma John.
- Department of Physics is conducting **Energy and Environmental Studies** as the open course to make the students aware about energy conservation and waste management.

Social Awareness

With the aim of instilling social awareness among the students, the college has launched a wide range of programmes in the last five years.

- The **National Service Scheme** organized a wide range of socially relevant programmes like blood donation, legal awareness classes, personality development classes, media workshops, traffic awareness programmes and exhibitions, highlighting the importance of social commitment among students.
- The Department of Social Work is functioning as a nodal office of **Child Line**, which is a project of **the Union Ministry and Child development**, with its aim of aiding children in distress.
- o The department organizes **Saphalam Sayahnam**, a programme for the elderly in connection with International Day for the elderly, every year.
- o Organized national level social work students meet and conducted child centered theme- based competitions like street play, collage, theme dance, debate, project proposal, sub theme presentation, quiz, extempore slogan and theme communication.
- o Associated with World Vision for the observation of day for child protection.
- o Organised a competition among school students for “Samanwaya award for the best child advocate”

- o Organised a meeting of professional Social Workers in Kerala and facilitated the formation of Kerala Association of Professional Social Workers (KAPS).
- o Organised an interaction programme with a German team on socio-cultural related matters. The team included Dr. Johann Sosef Reizmeier, Bishop Fsvikar Salzburg and Dr. Ursula- Maria Furst.
- o Associated with ‘Catherina Kasper Social Service Society, Bangalore in organizing a photo exhibition of Jijo Mangara on the theme,’ Touching the Untouched’.
- o A seminar was organized on the theme “Child Protection and Advocacy- Retrospection” with Fr Philip Parakkat as the resource person.
- o Organized a seminar on “Children and Society –Changing Trends” at Thirunakkara Maidan in association with Darsana Cultural Forum in connection with Darsana International Book Fair.
- o A seminar on “Lifestyle Diseases” was conducted in association with Archana Women’s Society, Ettumannoor.
- Our college is sponsoring **33 tribal children** at **Pongampally tribal colony at Idukki district**.
- BCM **OJASS**, the society registered for undertaking welfare activities and student development programmes of the college and implementing projects funded by government and non government organizations is functioning effectively in the field of Social Welfare.
- Rallies and processions for issues related to **Mullaperiyar Dam** were conducted.
- As a part of the fund raising activity a ‘**Janakiya lelam**’ (auction) is conducted by Department of Botany every year.
- The Botany association also conducts a **jumble sale** towards the purpose of fund raising.
- A part of the profit made through ‘**Earn While You Learn Programme**’ by the Department of Computer Science is used for helping the needy. It is a programme which helps the students to earn money while sharing knowledge and skills.
- An evaluation of the **Union Budget** was conducted by the Department of Economics.
- A class was organized by the Department of Economics on “**Personal Grooming**” which was led by Smt. Rani Pullickal.

- A **Career guidance programme** was led by Prof. Roney George, Assistant Professor, KE College, Mannanam, conducted by the Department of English to address career related queries.
- The Department of Food Science and Quality Control conducted various classes on **“Food Sanitation , Its importance Rules and Regulations”**, by Sri David Konath, Health and Chief Safety Officer, Kottayam, **“Food Laws and Health Practices”** by Sri D. Wilson, Food Safety Officer, Changanacherry, **“The Impact of Vitamins and Minerals On Health”** by Miss Pinchu E. Thomas, Lecturer, MACFAST, Thiruvalla, **“Stress Management”** by Dr Ipe Verghese, Head, Department of Social Work, B.C.M. College, Kottayam, Sri P.K Alexander, Retired Superintendent of juvenile home delivered a lecture on the topic **“Crime in Society”** in association with the Department of Sociology.

Support for the Advanced Learners

The advanced learners are identified by the class tutors and the faculty from their in- class responses and evaluation tests- oral, written and practical (internal and university). The talents and capabilities of the advanced learners are accelerated with the help of orientation classes, motivational talks by resource persons arranged by the college and by the individual departments. The students are encouraged to participate and present papers in various seminars and symposia. They are assigned inquisitive topics for assignments and seminar presentations. The multi- faceted skills and talents are boosted by encouraging them to participate in co- curricular activities, quiz competitions, debates, elocution etc. The Department of Mathematics conducts coaching classes for UGC/ NET coaching and IIT- entrance examinations. The department also conducts a summer camp for the advanced learners in association with the Centre for Mathematical Science, Pala. The Department of English encourages bright students to attend the coaching classes of IAS Academy, Pala.

Collection, Analysis and Use of Data on the Academic Performance of the Students at Risk of Drop Out

The college has an efficient system of collecting, recording, analysing data regarding the academic performance of all students. The students are continuously assessed through their performance in class internals, assignments, seminars and university examinations. At the end of every semester, the tutor prepares a consolidated mark list (A form) on the basis of the student's overall academic performance in a particular semester. The attendance percentage of students is calculated every month and is published in the notice board. The decline in attendance percentage reveals chances of drop- outs. The tutorial and mentoring system function very effectively in the college. Tutors take note of probable drop-outs owing to low academic performance and unfavourable social, physical and economic conditions. Such

students are helped in every possible way to make them continue in the rolls of the college. The students who discontinue their studies due to marriage are also encouraged to continue their studies.

Teaching-Learning Process

Planning and Organizing the Teaching, Learning and Evaluation Schedules

Every year, the institution plans and organizes the teaching, learning and evaluation schedules according to the academic calendar prepared by the Mahatma Gandhi University. At the beginning of the academic year, the Principal convenes a faculty meeting to draw an annual blue-print of the events and activities of the college. This will later be followed by departmental meetings, in which the Heads of the Departments distribute the portions and teachers are asked to prepare teaching plans individually.

The **teaching plans**, prepared and followed by the faculty, are examined by the Heads of the Departments to ensure that the entire portion of the syllabus is covered. This exercise also includes examinations - both internal and external - and the evaluation of answer-scripts. The teachers prepare the portions before hand and finish it within the stipulated time.

Each year the Principal of the college appoints an **academic calendar** committee which prepares the calendar in accordance with the schedule prescribed by the Mahatma Gandhi University. The academic calendar/handbook is made available to the students at the beginning of each academic year, so that the students have prior information about the commencement of each semester, the number of working days, examination schedule etc.

The college carries out **internal assessment** based on student's performance in class tests, assignments, seminar presentations, viva voce and attendance. Towards the end of each semester, the internal grades are published on the notice board. A consolidated grade sheet (B form) is forwarded to the University and the copies of the same are kept in the college. **Parent Teacher meetings** are conducted and parents/ guardians are informed about the progress of their ward. This method gives a chance to provide timely advice and guidance to students.

Contributions of IQAC

The Internal Quality Assurance Cell functions in the college, based on the recommendations given by the National Assessment and Accreditation Council. Primarily, the IQAC aims at developing a system for recording and monitoring quality measures for the institution with a view of improving academic and administrative performance. The IQAC has taken initiatives to optimise and integrate modern methods of teaching, learning and evaluation, which is based on NMEICT. The IQAC conducts teacher evaluation by giving

feedback forms to students and the results are codified for the better performance of the teachers.

The teachers are given self appraisal forms which are evaluated regularly by the IQAC. The academic activities, both internal and external of teachers and students are categorised by the IQAC and assessed periodically. A best outgoing student and a best association award are given by the IQAC to recognise the best achievers every year. The IQAC comprises of a selected coordinator from the faculty, a management representative, senior faculty members and representatives of the stakeholders.

Student-Centric Learning

Our college maintains a learner- centric environment, which aims at quality education and student empowerment. In the last few years, a variety of new and innovative teaching methods and activities have been followed by the college, where the teachers take up the varied roles of a facilitator, mentor and guide to the students. Teachers adopt lecture cum discussion method, which encourages the students to think critically and to come up with their own opinions and novel ideas, thereby helping the students to enhance their skills and innate talents. In order to promote student- centric learning, the teachers use a variety of strategies like **Question- Answer Session, Group Discussion, Quiz competitions, Poster and Collage making, Role play, brain storming, and film presentation of text books**. The classes are appropriately managed with a proper focus on the syllabus and due care is given to the students by giving them a platform to enrich themselves through various interactive learning techniques like seminars, conferences, workshops, exhibitions, study tours, debates, and field trips. Each department conducts seminars, talks and lectures individually and also in collaboration with other departments. Students are encouraged to submit assignments via e-mail and to make presentations with the help of power point slides, to learn independently with the help of the **department library, internet facility, college library, browsing centre** etc.

All the final year students submit a project work at the end of the year, which is part of their curriculum and the submission is followed by a viva- voce and power point presentations. Interaction with the students of other colleges is also encouraged. The self- financing departments have compulsory job training in industries outside the state and abroad along with the projects. The students also make use of E- books in Department of English. The Department of Physical education trains the students with the help of video clippings of the students' live performance in various events. The teachers are given classes in handling latest technical devices in teaching like Smart boards, LCD, OHP etc. The college provides a positive learning ambience in the campus with a good library, computer lab, internet facilities, science laboratories etc.

Nurturing Critical Thinking, Creativity and Scientific Temper among Students

The college takes every effort in promoting critical thinking, creativity and scientific temper. Our college has become a training partner institute for **ASAP(Additional Skill Acquisition Programme)**. This is an initiative of Department of Higher Education and General Education, Govt. of Kerala, with a view to improve the employability quotient of the students studying in higher secondary schools and also undergraduate students of Arts and Science colleges. **ASAP** is part of the state skill development project designed with the objective of advancement of skill proficiency and development of students in Kerala. In association with ASAP programme, a residential programme for a period of 21 continuous days with 30 students from different parts of Kerala was held in the college. They were selected through group discussion and a personal interview. **In the training programme conducted in April 2013 our college was graded with four star by the Govt. of Kerala.**

The students have ample opportunities to enhance their **creativity** by publishing articles, poems, reviews, drawings and paintings in the college and departmental magazines. They are given full support to take part in cultural programmes, competitions, university youth festival, arts and cultural fests in the college. The students can improve their critical thinking abilities by taking part in seminars and academic group discussion that are planned and executed by students themselves with the help of the faculty members. Industrial visits, Educational tours, Project Reports, class seminars, group discussions, debates, role plays are also of great help to the students to come up with innovative ideas of their own.

The **scientific temper** can be enhanced by conducting science based exhibitions, seminars, group discussions, quiz competitions, power point presentation competitions etc. The students are encouraged to participate in summer camps which help them in developing their social skills, confidence, self-respect and service skills. The college gives due care to instill scientific spirit and values among the students by inviting scientists and academicians to the college for interaction with the students, thereby developing their critical thinking ability.

Exhibitions Organized By the Departments

S.I. No	Department	Topic	Year
1.	Sociology	Sociology Exhibition	2011
2.	English	Book Exhibition in collaboration with DC Books, Kottayam	2010-2013

		Display of Manuscript Magazines	2012
3.	Mathematics	Infinity	2012
4.	Physics	1. Star Watching Programme with the assistance of Break Through Science Society 2. Solar Eclipse observing Programme 3. Exhibition organized for High school and higher secondary school students 4. Exhibition along with planetarium show 5. Star Watching programme with the assistance of Kerala State Science and Technology Museum 6. Poster exhibition on Atrocities against Women in association with All India Mahila Samskarika Sankhadana	2008 2010 2011 2012 2012 2013
5.	Chemistry	Bio Chem Expo along with Rubber Research Institute	2008 2013
6.	Botany	Medicinal Plants “Flora” 2011	2011
7.	Zoology	Tiger Conservation	2011
8.	Food Science	1.XTRIUM 2. Waste Management 3. Food Science Exhibition	2009 2012 2013

Technologies and Facilities for Effective Teaching

The college takes great interest in exploring the possibilities of modern technological up gradation, and new pedagogy which facilitate the teaching learning process. The faculty makes use of a wide variety of resources like workshops, seminars, journals, library in order to promote effective teaching. The teachers try to enhance their teaching skill with the aid of new and innovative technologies and methods. Whiteboards, LCD Projectors, Smart Boards, Internet facilities, OHP, power point presentation, and Computer lab

are some of them. All the departments have been equipped with computers with internet facility. The departments of Physics, Chemistry, Zoology, Botany, Food science and Family and Community Science have their own laboratories.

The college has a well equipped **language lab** with DVD player, television and 12 cubicles with language aids to provide training to the students in English Language. Students are given technically assisted training in the lab towards improving the language skills. Students are given recorded CDs, so that they can listen to and correct their pronunciation.

Student and Faculty Exposure to Advanced Level of Knowledge and Skill

The students and faculty are acquainted with the advanced knowledge and skills in their respective disciplines by taking part in Workshops, Seminars, Expert lectures (of national and international reputation) and through subscriptions to research journals.

a) **Workshops:** All the departments in the college convene workshops. During the last five years, various departments have organized international, national and regional workshops. A detailed list is given below:

Workshops Organized By the Various Departments

Department	Workshops Conducted (National/ Regional)
English	One day workshop on <i>Research Methodology</i> in Association with School of Letters, Mahatma Gandhi University, 2011 (Regional)
Mathematics	UGC sponsored seminar on <i>Statistical Data Analysis Using SPSS</i> on 12-14 th January 2012 (National)
Physics	UGC sponsored workshop for college teachers with the collaboration of Rajiv Gandhi Institute of Technology, Pampady titled <i>Experiments in Physics</i> on 10-11 January 2013 (National)
Chemistry	<i>Green Chemistry</i> ,26-28 July 2012 (Regional)
Botany	➤ <i>Vermicomposting</i> held on 30.8.2011. (Regional) ➤ <i>Waste Management Using Kamba</i> on 30.8.2011 (Regional)
Food Science and Quality Control	➤ <i>Hazard Analysis Critical Control Point</i> on 21st and 22nd April 2008 at BCM College for Women (Regional) ➤ <i>Industrial Motivation campaign</i> in association with Micro Small , Medium Enterprises Training Institute

	along with IGNOU on 19 .10.2009(Regional) ➤ <i>HACCP Certification</i> in association with CFRD, Konni (Regional)
Computer Science	➤ <i>Hardware Workshop</i> on 17.12. 2012

b) **Seminars:** The college conducts a large number of seminars as a form of academic instruction, each time in a specialized subject or topic of study. Our departments have organised regional, national, and international seminars. Furnished below is a table showing details of Seminars (national/international) which various departments have organized during the last five years:

Department	Seminars Conducted (National/ Regional)
Sociology	❖ Learning Disability on 24.10.2011 (Regional) ❖ Delinquents And Crime on 12.1.2012(Regional)
Commerce	Regional ❖ Medical Transcription on 28.7.2008 ❖ New Generation Banking and Global ATM on 18.11 2008 ❖ Bank Test Preparation Course-2009 ❖ Stock Exchange on 2008,2009,2010 ❖ Securities and Share Markets in 2011. ❖ Plastic Money on 14.9.2012
Mathematics	❖ Cryptography and Its Application in Computer Science on 21,22 Nov 2008 (National) ❖ Residential programme on Probability, Mathematical Statistics, Applied Statistics and Optimization on 9-11 March 2013(National)
	❖ Statistical Principles on 7th October 2008 (Regional) ❖ Mathematical Principles Underlying space research on 25th July 2011(Regional)
Physics	❖ UGC Sponsored Innovative Experiments in Physics, 26-27June 2009. (National) ❖ UGC sponsored seminar on Energy and Environmental studies On 16-17th June 2011(National)

Chemistry	❖ UGC sponsored -Bio composites and green materials Synthetic perspectives in anion recognition and sensing Bio-coordination chemistry of some transition elements, Nucleic acid therapy and metal nucleic acid interactions(Regional)
Botany	❖ Biodiversity Conservation and Eco Restoration – UGC sponsored from 25.7.2013-27.7.2013(National)
Zoology	❖ UGC sponsored on Recent Developments in the field of Microbiology, Cancer Biology and Epidemiology on 1-2 July 2011(National) Regional ❖ Golden Jubilee Related seminar on 2.1.2009-2.1.2009 on Energy Conservation, Biochemistry, Biotechnology, Communicable Diseases ❖ Disaster Management on 20.7.2009 ❖ Microbiology on 28.7.2009 ❖ Genetics of mental retardation on 30.12.2009 ❖ Pranic Healing on 11.1. 2011 ❖ Modern Biology on 18.7. 2011 ❖ Vermi composting and Bacterial composting on 3.6. 2011
Food Science	Regional ❖ Career Opportunities in Food Science and Technology in Canada on 31.7. 2008 ❖ Meat and Meat Products Processing and Packaging ❖ Processing and Packaging aspects of Meat and Meat Products ❖ Milk and Milk Products on 30.12.2008 ❖ Cereals and Cereal Product Technology on 20.1.2009 ❖ Food Laws and Standards in 2009 ❖ Indian Standard Organization on 4.8. 2009 ❖ Vitamins or the Body on 2010-2011 ❖ Sanitation and Food Safety on 29.10.2010 ❖ Food Safety, Laws and Healthy Practices on 3.8.2012.

Computer Science	Regional ❖ Cyber Crimes-2012-2013 ❖ ANDROIDS- 11.1.2013 ❖ Various Aspects on Microsoft-17.12.2013 ❖ ASP. Net, PHP on 17.12.2012 ❖ E-WASTE-25th August 2011 ❖ Cloud Computing on 13.12.2011 ❖ Pervasive Computing on 15.9.2010

Seminars/Classes Organized by Various Departments

Departments	Years	Seminars/Awareness Classes
English	2008-2009	<i>Film review</i> for III year project work by Padmakumar (Film Director) on 8 th December, 2008
	2009-2010	One day seminar on <i>Literary perspectives</i> by Prof. Fincykutty Simon on 12 th August 2009.
	2010-2011	One day seminar on <i>Literary Criticism</i> by Dr.K Srikanth. One day class on <i>value education</i> by eminent social worker Prof. Monamma Kokkad.
	2012-2013	1. One day seminar on <i>Open Courses – Career oriented perspectives</i> , by Prof. Roney George, Assistant Professor, K.E. College, Mannanam. 2. A class on <i>Feminist Perspectives</i> by Dr. Jyothimol P, Baselius College, Kottayam
Mathematics	2008-2009	1. A two day National seminar on <i>Cryptography and its applications in computer science</i> , sponsored by UGC & Mahatma Gandhi University, Kottayam from 21 st to 22 nd November 2008. This seminar was organized in association with the Kerala Mathematical Association. Dr. A. Vijayakumar HOD of Cusat, Dr. T. Thrivikraman, Former HOD of CUSAT & Dr. Sethumadhavan of Amrutha Engineering College Coimbatore were the resource persons.

		2. On 7 th October 2008, Dr. Pushpamma Kappil, Associate Professor, Mount Carmel College of Education, Kottayam, inaugurated the association activities for 2008-2009 and delivered a talk on <i>Mathematics of Nature</i> .
	2009-2010	On 28 th August 2009, Dr. Francis Cyriac, HOD of Mathematics, St. Stephen's College Uzhavoor delivered a talk on <i>Statistical Principles</i>
	2010-2011	On 9 th July 2010, Dr. A.S. Padhmanabhan, Professor, School of Chemical Sciences, M.G. University, delivered a talk on <i>Mathematics of Chemical Bonding</i> .
	2011-2012	1. One day seminar on the topic, <i>Mathematics Principal underlying Space Research</i> by Dr. A. K. Anilkumar, Senior Scientist of ISRO on 25 th July 2011
	2012-2013	1. On 10 th August 2012, Mathematics association activities were inaugurated by Dr. C.B. Ajayakumar, College of Engineering, Kidangoor and delivered a talk on <i>General Approach in Mathematics</i> 2. Department organized a three day Residential National Seminar for final year B.Sc. Statistics students, on <i>Probability, Mathematical Statistics, Applied Statistics and Optimization</i> sponsored by Indian Statistical Institute from 9 th to 11 th March 2013. It was inaugurated by Dr. K. R. Muraleedharan Nair, Dean, Faculty of Science and Syndicate Member, CUSAT.
Chemistry	2008-2009*	1. One day seminar on 12 th July 2008 by Dr. Radhakrishnan, Faculty Member, Sree Shankara College, Kalady on the topic <i>Analytical Chemistry and its applications</i> . 2. One day seminar by Dr. Benny George, Scientist of RRII on the topic <i>Polymers and synthetic rubber</i> .
	2009-2010	1. One day seminar on 29 th July 2009 by Dr. M. George, Lecturer, Department of Chemistry, S.H. College, Thevara on <i>Reaction Mechanism in</i>

		<i>Organic Chemistry.</i> 2. One day seminar on 24th October 2009 by Dr. Steffy Thomas, Assistant Professor, B. C. M College for Women, Kottayam, on the topic <i>Application of Statistics in Chemistry.</i>
	2010-2011	1. UGC Sponsored three day State Seminar on <i>Bioinorganic Chemistry</i> was conducted from 22 to 24 July 2010. The speakers were: • Dr. Kuruvilla Joseph, Prof. & HOD Dept of Chemistry, IIST, Thiruvavanthapuram. (Topic: <i>Biocomposites and green materials</i>) • Dr. R. Prakash Chandran, Assistant Professor, School of Biotechnology, Amrita Vishwa Vidyapeedam, Kollam. (Topic: <i>Synthetic perspectives in anion recognition and sensing</i>) • Dr. K. Mohanan, Professor, Dept of Chemistry, Calicut University. (Topic: <i>Bio coordination chemistry of some transition elements</i>) • Dr. Annu Thomas, Assistant Professor, B. C. M college, Kottayam. (Topic: <i>Biomimetic morphogenesis of calcium oxalates</i>) • Dr. M.S. Latha, Lecturer, S.N. College, Chengannur. (Topic: <i>Nucleic acid therapy and metal nucleic acid interactions</i>)
	2011-2012	1. One day seminar on 8th August 2011 by Dr. Sunny Kuriakose, Associate Professor, Research and Post Graduate Department of Chemistry, St. Thomas College, Pala on <i>Spectroscopy.</i> 2. One day seminar on 18th February 2012 by Dr. Annu Thomas, Department of Chemistry, B C M College for Women, Kottayam on <i>Graphing with Excel.</i>
	2012-2013	1. One day seminar on 5th July 2012 by Dr. Mahesh Mohan, Professor of School on <i>Environmental Chemistry</i>, M. G. University 2. Three day national seminar on GREEN

		CHEMISTRY was conducted on 26th, 27th and 28th July 2012. The speakers were: • Dr.Kuruvilla Joseph, Prof. & HOD, Dept of Chemistry, IIST, Thiruvavanthapuram. (Title: <i>Green Materials: Status and Future</i>) • Dr.Kurien Thomas, Former Principal & HOD, Dept of Chemistry, Bishop Moore college, Mavelikkara (Title: <i>Green Chemistry- An Overview</i>) • M. Suresh Chandra Kumar, Professor, Dept. of Chemistry, Scott Christian College, Nagercoil.(Title: <i>Green Chemsitry Aspects in Nanotechnology</i>) • Dr. K. E. George, Professor, Dept. of Polymer Science And Rubber Technology, CUSAT (Title: <i>Plastics & the Environment</i>) • Dr. E.V. Ramaswamy, Director, School of Environmental Sciences, M.G. University(Title:<i>Green Technologies</i>) • Dr. Rani Joseph, Professor, Dept of PS & RT, CUSAT(Title: <i>Eco Friendly Tyres for Green Environment</i>) • Ms.Cintil Jose Chirayil, Research Scholar, M.G. University (Title: <i>Nanotechnology And Its Applications in Medicine</i>) • Mr.Jithin Joy, Research Scholar, Centre for Nanoscience& Nanotechnology, M.G. University, Kottayam (Title: <i>Extraction of Ligninase Enzyme and Solid State Fermentation Process Delignification Studies on ISORA Fibre</i>) • Eldho Abraham, Centre for Nanoscience& Nanotechnology, M.G. University, Kottayam(Title: <i>XRD & Biodegradation Analysis of Green Composites of Natural Rubber/Nanocellulose</i>) 3. One day seminar on 30th January 2013 by Dr. S. Murugan, Rtd. HOD of S.T Hindu College, Nagarcoil on the topic <i>Microscale Experiments in Chemistry</i>

Computer science	2008-2009	1. A seminar was held on 27th August 2008, led by Mr. Naveen B, on <i>Networking and on New trends in IT</i>. 2. A seminar on <i>Java Application</i> by Sun Micro Systems in coordination with NIIT at Orchid residency on 29th August 2008 led by Mr. Amal Desai, an eminent IT professional. 3. A seminar on <i>computer hardware</i> by Logic Software Solutions, on 16th October 2008.
	2009-2010.	1. A seminar on <i>computer hardware</i> on 15th December for the 1st year students by Mr. Naveen B, Faculty of Logic Software Solutions, Kottayam. 2. A class for the III year students about <i>software</i> on 15th and 16th October 2009 by Mr. Jayakrishnan, Faculty of Logic Software Solutions, Kottayam.
	2010-2011	1. Seminar on <i>Pervasive Computing</i> by Dr. Sherimon P.C, Head of IT section, Govt. Engineering College, Muscat on 15th September 2010 2. <i>Hardware Workshop</i> by Mr.Hari Krishnan R from Logic software solutions, Kottayam 3. Seminar on <i>ASP, PHP</i> by Mr. Naveen B from Logic software solutions, Kottayam
	2011-2012	1. A class on <i>E-Waste</i> on 25th August by Dr K.Sreekumar, PRO, M.G.University. 2. A class on <i>Cloud computing</i> on 13th December 2011 by Christy Joseph, IT Trainer (NIIT) and Vineeth P.S, Faculty(NIIT) Software Engineer. 3. <i>ASP.Net, PHP</i> on 19th December 2011 by Naveen and Witty from Logic Software Solutions, Kottayam.
	2012-2013	1.Seminar on Cyber Crimes for first, second and third year students. 2.Seminar on <i>Android</i> by CCS Technologies on 11th January 2013

		3.State level seminar on <i>Various aspects of Microsoft</i> on 17th December by Mr.Mohammed Faheem from EDUKINECT on behalf of MICROSOFT. 4.<i>Hardware Workshop</i> on 17th December 2012 by Mrs. Jinu Ann Thomas and Mr. Harikrishnan R from Logic software solutions Kottayam 5.A class on <i>ASP. , PHP</i> on 17th December 2012 by Mr. Naveen B from Logic software solutions Kottayam
Zoology	2008– 2009	1. One day Seminar on <i>Energy Conservation and Bio Chemistry</i> on 2nd January 2009, led by Dr. Babu Philip, Research Guide, CUSAT 2. One day Seminar on <i>Biotechnology and Communicable diseases</i> by Dr. Jose Kodagasserril, and Dr. Punnen Kurien, St. Mary's College, Manarcadu, Kottayam on 3rd January 2009. 3. One day Seminar on <i>Disaster Management</i> by Mr. Faisal, Research Assistant , M.G. University, Kottayam on 20th July 2009.
	2009– 2010	1. A Seminar on <i>Microbiology</i> by Dr. Jisha M. S, Associate Professor, School of Bioscience, M.G University on 28th July 2009. 2. A Seminar on <i>Genetics of Mental Retardation</i> by Dr. Sunny Luke, Medical Scientist, U.S.A on 30th December 2009.
	2010-2011	1. A talk on <i>Dragon Fly</i> by Dr. Abraham Samuel, Associate Professor, C.M.S College, Kottayam on 9th July 2010. 2. A one day Seminar on <i>Pranic Healing</i> by Mrs. Sreekumari, Pranic Healer and Alumni of B C M college for Women, on 11th January 2010
	2011– 2012	1.Seminar on <i>Modern Biology</i> by Dr. Shaju Thomas, H.O.D, Department of Zoology, Nirmala College on 18th July 2011. 2.U.G.C Sponsored Seminar on <i>Recent Developments in the fields of Microbiology</i> on 1st and 2nd July 2011. 3. A seminar on <i>Biology and Epidemiology</i> led by Dr.

		Sunny Luke, Medical Scientist, U.S.A., Dr. Binu Areekkal, M.D, Department of Community Medicine, Medical College, Kottayam, Dr. Jisha M.S, Department of Bio science , M.G University, Kottayam, Dr. Boban Thomas, M.D, D.N.B, Oncologist, KIMS Hospital , Trivandrum and Dr. Susan Panicker, H.O.D Of Zoology, Baselius College, Kottayam on 1st and 2nd July 2011. 4. A Seminar on <i>Vermi-composting and Bacterial Composting</i> by Prof. Jane George & Prof. Mercy Lukose, B.C.M College for Women , Kottayam on 3rd June 2011
Botany		1. Class on <i>Probability and Biostatistics</i> by Dr.Steffy Thomas, Assistant Professor, Department of Mathematics, B C M College for Women, Kottayam, January 2010. 2. Classes on <i>Computer theory and fundamentals</i> for BSc III year and I year students from 30th December 2009 to 4th January 2010. 3. An exhibition on medicinal plants in association with Nature Club of B.C.M. College for Women <i>Flora 2011</i> in the month of July 2011. 4. A Workshop on <i>Vermi-composting</i> by Smt. Jane George, Associate Professor, Department of Zoology , B.C. M. College for Women , Kottayam on 30th August 2011. 5. A Workshop on <i>Waste management using Kamba</i> by Smt. Mercy Lukose , Professor (Retd.) , B.C. M College for Women, Kottayam, on 30th August 2011. 6. Talk on <i>Nature conservation</i> by Annie T. John, Associate professor in Botany, CMS College on 24.08.2012. 7. Interactive class on <i>Bio-nanotechnology</i>, by Dr. Marykutty Thomas, Associate Professor, Department of Physics, B.C.M. College for Women on 7th March 2013. 8. National Seminar on <i>Biodiversity Conservation and Eco –restoration</i> sponsored by UGC from 25.th

		to 27 th July 2013 9. A one day International Seminar on <i>Experimental techniques in Ecological conservation</i> on 12 th August 2013. 10. A class on 'Spice Buffet' and a 'Spice Exhibit' for international students from USA showcasing the spice Agro biodiversity of Kerala on 12 th August 2013.
Economics	2008-2009	A Workshop on <i>Globalisation-Its impact</i> by Dr. Mathew Kurian ,Retd HOD, Baselius college, Kottayam
	2009-2010	A Workshop on <i>Global Financial Crisis</i> by Dr.P.M.Thomas, Retd.Professor, C.M.S College, Kottayam.
	2010-2011	1. Seminar on <i>Modern facilities offered by Banks</i> by K.T Jose,Manager ,South Indian Bank. 2. Workshop on <i>Kerala Model of Development</i> by Muralivallabhan, Professor of Economics, N.S.S college, Vazhoor
	2012-2013	Workshop on <i>Union Finance Budget-An Evaluation</i> by Dr. M.P Philip, Department of Economics, S.B College, Changanasserry
Commerce	2008-09	1. <i>Practical training of commerce</i> by TIA Institute of Accountants. 2. A seminar on <i>new generation banking and global ATM</i> by Mr. Raphael and Ms. Ancy Kurian of South Indian Bank, Kottayam on 18 th November 2008
	2009 -10	1. A Seminar on <i>Stock Exchange</i> by Robin Abraham, Investment Consultant , Gabin Capital market Ltd.
	2010-2011	1. A talk by Prof. Varghees Abraham on <i>Entrepreneurship Development</i> . 2. A seminar taken by Mr.Cor Simons, Netherlands on <i>Entrepreneurship Development</i> .

	2011-2012	1. Seminar on <i>securities and share markets</i> by ICWAI. 2. A seminar on <i>qualities of an accountant</i> by Dr. K.B Somanathan pillai, Director of Institute of Commerce.
	2012-2013	1. A Seminar on <i>plastic money</i> led by Dr.Rajagopalan Nair, HOD, Department of Commerce, St. Albert's College. 2. A talk on <i>Importance of tally training program</i> by Sri. Rajeeesh Nair, Infografixs, Training and service centre.
Food science	2008-09	1. <i>HACCP Certification Programme</i> for incoming final year students and outgoing final year students conducted by Dr T.S. G. Iyer, Director, Food Safety Solutions International from 21st to 23rd April 2008. 2. Mr Joy Stephen, Managing Director of Polysis conducted a One Day Seminar on 31st July 2008 on <i>Career Opportunities For Food Science Students In Canada</i>. 3. One day Seminar on <i>Meat and Meat Products</i> led by Sri Ani. S. Das, Managing Director Of MPI, Koothatukulam and recipient of the Ratne Award.Technical Session I was conducted by Dr. Nirmal Satish B., Bachelor In Vetenary Science And Anima Health with a professional experience of 8 yrs.Technical Session II was taken by Dr. ShibuThankachen, Assistant Manager of MPI. He has an experience of 5 yrs. 4. One Day Seminar on <i>Milk and Milk Products</i> by Miss. Pinchu, Lecturer, MACFA St, Thiruvalla on 30th December 2009. 5. One Day Seminar on <i>Cereals and Cereal Products</i> on 20th January 2009 for all the degree students.
	2009-2010	1. One Day Seminar on <i>Food Laws and Standards</i> by Miss Pinchu S, Lecturer MACFAST, Thiruvalla. 2. One Day Seminar On <i>Milk And Milk Products</i> for the First Year Students By Miss Pinchu, Lecturer, MACFAST, Thiruvalla On 12th January 2010.

		- One Day Seminar on <i>Cereals and Cereal Products</i> on 12th January 2010 for all the Degree Students - Debate on <i>Food Security</i> held on 13th January 2010 among students.
	2010- 2011	- One day seminar on <i>Vitamins for the body</i> by Miss Pinchu, Lecturer MACFAST, Thiruvalla. <i>Industrial Motivation campaign</i> conducted on 19th October 2010 by Micro Small Medium Enterprises Training Institute, Central Government of India in association with IGNOU. - Half day seminar on <i>Sanitation and Food Safety</i> by Asian Institute Of Food Safety Management on 29th October 2010. - A seminar on <i>Cereal Technology</i> held on 8th December 2010
	2011- 2012	- A class on <i>Beverage Technology</i> by a former student, Miss Parvathy Krishnan working as Quality Manager in AARA FOOD Industries on 13th January 2012. - One day seminar for first year students on <i>Cereals and Cereal Products</i> on 30th January 2012. - One day seminar on <i>Milk and Milk Products</i> on 21st February 2012.
	2012- 2013	- One day seminar on <i>food safety</i> on 3rd August 2012. The Chief Speakers for the day were Sri David Konath, Food Inspector, Kottayam District, Sri D. Wilson, Food Safety Officer, Kanjirapally and Sri Ravindran Nair, Food Safety Officer, Changanacherry. Technical Session I – <i>Laws And Health Practices Related To Food Safety</i>, Technical Session II- <i>Food sanitation, its importance ,rules and regulations</i> . - One day seminar on <i>Vitamins and Minerals And Their Impact On Health</i> held on 10th September 2012 by Miss Pinchu , Lecturer, MACFAST, Thiruvalla. . - One day seminar on <i>Milk Processing Technology</i> was held on 23rd February 2012 for all the food

		science students by Miss Neethu Ravikumar, Lecturer ,CFRD, Konni and former student of the department 4. On 13th March 2013 a class was held on meat processing technology for the first year students by Miss Parvathy Sarath, Lecturer, CFRD, Konni and former student of this department

(C) **Expert lectures:** Expert speakers on recent and innovative topics are invited to the campus on a regular basis. Students are thus provided opportunities to interact with these invited resource speakers which help them to enrich their knowledge and quest for excellence.

Talks Organized

Sl. No:	Department	Topic	Date
1.	Mathematics	- o Mathematics of Nature - o Statistical Principles - o Mathematics of Chemical Bonding	07-10- 2008 20-09-2010 09-07-2010
2.	Physics	1.Planets and Galaxies 2.Astronomy 3.Adolescent Health 4.Statistical Mechanics 5.UG level Physics Projects 6.Value Education	27-8-2008 14-07-2009 29-07-2009 01-07-2010 18-07- 2011 05-06-2012
3.	Chemistry	1. Analytical Chemistry and Its Applications 2. Personality Development 3. Public speaking 4. Remote Sensing 5. Polymers and Synthetic rubber 6. Organ donation and Palliative care 7. Career prospects and personality development 8. Energy Conservation	12-07-2008 25-06-2008 02-07-2008 01-11-2008 01-11-2008 20-01-2009 01.01.2009 02-01-2009

		9. Reaction Mechanism in Organic Chemistry	03-01-2009
3.	Chemistry	10. .Application of statistics in Chemistry 11. Preventive methods of breast cancer, its early detection and treatment 12. Use of food preservatives on food processing and how it serves to retard the undesirable changes in food caused by bacterial and enzymatic decomposition 13. Spectroscopy 14. Microscale Experiments in Chemistry	02-07-2009 24-10-2009 23-10-2010 08-08-2011 30-01-2013
4.	Botany	1.Probability and Biostatistics 2. Computer Theory and fundamentals 3.Bio nanotechnology	1-10- 2010 30-12-2009 04-01-2010
5.	Zoology	1.Chikun Gunya 2.Pro Life 3. Research Methodology	31-07-2007 09-10-2007 09-11-2012
6.	History	o Problems of Youth	2009
7.	Economics	o Role of Women in Modern World o Modern facilities offered by banks o Globalization and Its Impact o Global Financial Crisis o Kerala Modern Development o Union Finance Budget-An Evaluation	2008-2009 2009-2010 2008-2009 2009-2010 2010-2011 2012-2013
8.	Sociology	o Problems of Old Age	06-03-2013
9.	Food Science and Quality	1. Personality Enhancement 2. Career Objectives, Goal	08-12-2009

	Control	Orientation , Self	31-7-2008
		3. Motivation, Soft Skill Enhancement	08-11-2008
		4. Resume writing and soft skill enhancement	

The students are made aware of the latest trends in career opportunities by various career orientation classes conducted under the initiative of the career cell of the college. Each department maintains a notice board in which the information related to the recent developments are regularly put up by the staff and the students.

Academic, Personal and Psycho-Social Support and Guidance Services

Tutorial classes are conducted every month without fail. The tutors in charge give proper academic guidance to the students, so that the students can boldly face the problems and difficulties in their curriculum. The students are also given career guidance in choosing further courses after the completion of the under graduate programmes. These sessions help the faculty to interact personally with the students and to identify and help the needy students. The tutorial sessions also function as **mentoring** sessions for the students

The College has a full fledged **counselling centre**, which provides timely advice and support for the students. The college offers the facility of **mentoring** for the students in a regular basis with the help of trained counsellors. Previously there was only one counsellor but due to the hike in the roll of students, one more counsellor has been appointed. It has been made mandatory that all the students should meet the counsellor once in a year, which helps to identify their strengths and weaknesses.

The **career and placement cell** hosts various events which help the students to choose their career and increase opportunities for placement in various companies and institutions including WIPRO, UST Global, NIIT and MUZIRIS SOFTECH. The college takes special care in arranging career related guidance sessions and seminars to equip the students. The faculty helps the students to acquire the specialized skills needed for the respective jobs.

Innovative Teaching Approaches of the Faculty

The faculty has adopted various innovative teaching approaches / methods in the last five years. The institution provides all the facilities to help them apply the innovative teaching methods. Faculty prepares some of their lectures on the PPT and they deliver it in the class using multimedia. Instead of sticking on to the old pattern of teaching by following lecture method, the faculty is well trained in introducing the students to new and novel technologies. **Sr. Dr. Betsy SVM, Associate professor, Family and Community Science received the AIACHE Award for the Best Innovative Teacher.**

The Department of Mathematics uses Free software like R, GRETl to familiarize the students to real life statistical applications .Operation research software like TORA is also used to arouse interest in the subject..

Use of Library Resources to Augment the Teaching –Learning Process

The faculty encourages the students to use reference books, textbooks, journals and magazines in the library in order to make the teaching learning process more effective. The central library is fully digitalised with OPAC System, which provides an easy access of books to the students. The library is completely under CCTV surveillance. The teachers ask the students to prepare seminars and assignments based on their reading from the texts in the library. The college library subscribes 20 research journals and has four computers for browsing. Separate reading rooms are available to the students and the faculty. All departments maintain their own department libraries with a good collection of books. Many of the departments subscribe journals (Food Science, Economics) and some of the departments (MSW) publish their own journal. Every year the Department of English conducts a book exhibition cum sale in association with DC Books.

Completion of Curriculum

The college encounters shortage of time, due to unavoidable circumstances like natural disaster, political strikes, hartals, postponement of exams etc, the faculty engages extra classes on Saturdays and prior to and after the normal working hours to complete the curriculum. Whenever a faculty is on leave, internal arrangement is made so that the teaching does not suffer.

Evaluation of Teaching- Learning

The college effectively conducts the evaluation of teachers by the Governing body, Principal, IQAC, Heads of Departments and outgoing students. Every year, the Principal appoints a teacher evaluation committee which conducts a confidential student evaluation of teacher. Every batch of final year students of UG and PG classes are given an opportunity to evaluate and analyse their teachers. The feedback forms are given to the students and they are asked to enter their evaluation and remarks.

A database of such a feedback is created and then analysed and a consolidated report is generated. The Principal gives proper advice and suggestions to those teachers who are not at the satisfactory level. This evaluation helps the teachers to understand their strengths and weaknesses. They also get an opportunity to correct their mistakes and to improve their teaching methods. The monitoring and evaluation of the teaching- learning helps the college to maintain the quality in education. The teachers are also asked to fill in self-appraisal forms, each year as a part of self- evaluation.

Teacher Quality

Strategies Adopted By the College in Managing Its Human Resource

B.C.M College for Women with its aim to accomplish quality education makes no compromise in appointing qualified and competent faculty when ever required. The college management ensures that only meritorious candidates are selected. The following are the details of faculty qualification.

Details of Faculty Qualification

Highest Qualification	Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	
Permanent Teachers					
Ph.D	3	10	2	4	18
M.Phil	1	9	-	2	12
PG	3	26	4	18	51
Guest Lecturers					
			Male	Female	Total
Ph.D			1		1
M.Phil			1		1
PG			9	25	34

The college strictly adheres to the norms laid down by the Kerala government, Mahatma Gandhi University and U.G.C. for the intake of permanent faculty to the substantive posts sanctioned by the Government. Applications are invited through advertising in the local and national dailies. Candidates are shortlisted on the basis of merit and performance in the interview. The candidates who meet the eligibility criteria like NET/Ph.D along with publications, suitability for the profession, knowledge of generic skills like communicative English, information technology and general knowledge are preferred. The results are published and the selected candidates are informed.

During the post accreditation period, **21** new faculty members were appointed

Sl. No.	Department	No of New Appointments
1	English	7
2	Hindi	1
3	Malayalam	1
4	History	1
5	Sociology	2
6	Economics	1
7	Mathematics	3
8	Chemistry	1
9	Zoology	2
10	Physics	1
11	Physical Education	1
	Total	21

The college offers a good working environment which is conducive to the growth and development of the faculty. The permanent faculty appointed usually continues in service until the incumbent attains the age of retirement which is fifty-six at present. Efficient faculty in self financing stream is retained by providing timely salary hike and other adequate perks.

Strategies of the Institution to Meet the Growing Demand/Scarcity of Qualified Senior Faculty

The college makes all efforts to cope with the growing demand of qualified teachers to teach new programmes in the emerging areas of study. The faculty is encouraged to participate in orientation and refresher courses arranged by the University and other institutions. They are also encouraged to participate in various seminars, workshops and conferences in order to update their knowledge. They are given training in various modern areas of study including ICT. Experts in various subjects are invited to the college to deliver lectures/ talks to keep abreast with the changes in the education scenario. Various programmes are arranged in order to equip the faculty with the new and advanced curriculum.

The department of Physics conducted a UGC sponsored programme on 'Experiments in Physics' for college teachers to give a hand on experience in the new practicals included in the restructured syllabus. They also conducted a

UGC sponsored seminar on the newly introduced open course 'Energy and Environment studies' for the college teachers under MG University to acquaint them with the newly introduced course. The faculty of the Zoology department have attended a workshop in Bioinformatics which equipped them to take class efficiently. Faculty members of department of Social Work make use of SPSS software. The department of English make use of the smart class room regularly for showing classical movies pertaining to the syllabus.

Visits to research centers and academies, internet and E- journal access and inter-departmental collaborations are also promoted. Library collection is enhanced; tie ups with industrial and academic institutes are encouraged.

Nomination to Staff Development Programme during the Last Four Years

Academic Staff Development Programmes	Number of Faculty Nominated
Refresher courses	3
Orientation –programmes	8
Seminars attended	241
Seminars conducted	128
Publications	43
Paper Presentations	41
Visiting faculty	19
Resource persons	19

Paper presentations by Faculties: `1

Departments	Name	Title	Organised By
English	Dr.Renju D	Best practices in College U.G.C sponsored National Seminar on IQAC.	St. Theresas College, Ernalkulam.
	Riya Susan Scariah	a. Sujata Bhatt's poems from an Ecological point of view in National Seminar.	St.Thomas College, Kozhencherry. Dept. of Botany, B.C. M

		b. Ecological anxieties and bio regionalism in Sarah Josephs <i>Gift in Green</i> . c. Towards ecological perspective on Water.	College, Kottayam. Central University of Tamil Nadu.
	Neethu Varghese	a. Revisiting the Odyssey: Margret Atwood's Penelope and her maids. b. Reinterpreting myths: An Act of Survival in U.G.C Sponsored orientation Programme.	St. Joseph's College, Eranjalikuda. Academic Staff College, Trivandrum
	Nithya Mariam John	• "The Ark and the Waters: a Woman's Eye on the Story of Noah" • "Woman with a Voice: An Analysis of Venita Coehlo's Spirits of Silence" • "Bibliodrama: a Challenging Feminist Approach to Biblical Culture" • "The Making of a Woman: a Feminist Reading of Selected Children's Stories" • "Mother of Harlots: A Feminist Reading of the Image of Whore in The Book of Revelation" at UGC Sponsored National Seminar • "Women in Revelation: A Feminist Reading of the Book of Revelation"	Central University, Thiruvapur. Department of Catholocate College and KSWDA, Thiruvananthapuram. Marthoma College Thiruvalla. Catholocate College, Pathanamthitta. Bishop Moore College, Mavelikara. Baselius College, Kottayam.
Hindi	Dr.Naveena .J. Narithookil	a. Humanism in Hindi Literature in U.G.C Sponsored orientation Programme.	Academic Staff College, Trivandrum.

Mathematics	Dr. George Mathew	a. Valuation rings and fuzzy ideals in UGC Sponsored National Seminar b. P-Fuzzy ideals and P-Fuzzy modules in UGC Sponsored National Seminar c. Setting up a public utility service	St. Alberts College, Ernakulam. K. E College, Mannanam. St. Alberts College, Ernakulam.
	Dr. Stephy Thomas	a. Repair policies for disact systems in international conference on probability, statistics and idated arear.	Indian Society for Probability and Statistics.
Physics	Dr. Marykutty Thomas	a. A. C. Conductivity Studies of Fe Doped TiO_2 Nanotubes a. Effect of Calcinations on Dielectric properties of TiO_2 Nanotubes b. Optical and A. C. Conductivity s Cobalt doped TiO_2 Nanotubes c. Effect of Calcinations on optical properties of TiO_2 Nanotubes	ICMST-2012 (International Conference on Material Science and Technology), St. Thomas College, Pala. ANM-2012(4th;international Conference on Advanced nanomaterials) Indian Institute Of Technology Indian Institute of Technology Madras. International Symposium on Macro and Supramolecular Architectures and Materials College of Engineering and Technology Coimbatore, India National conference on Nanomaterials NSSCollege,Changanaserry.
Chemistry	Dr. Annu Thomas	a. Bone coherence versus bone coverage on dental implants surfaces b. Biomimetic growth and	12th Conference of the European Ceramic Society, Stockholm, Sweden.2011. Lausaenne , Switzerland.2008

		Morphology control of calcium Oxalates.	
Botany	Dr.C.A Sabina	a. The use of Renyl family index to compare and quantify diversity in a biodiversity assessment in ground flora of Rubber plantations in International Conference on Sustainable Agriculture.	C.M.S College, Kottayam.
Zoology	Priya Thomas	a. Antimicrobial peptides from the skin secretion of Endemic Frogs of Western Ghats.	INCITE, Trivandrum.
Family and Community Science	Sr.Dr. Betsy	a. Planet Earth	KIT, Bhuvaneshwar. Orissa, 2012.
History	Dr. Ajis Ben Mathews	a. Interpreting Hindi Swaraj in the current context in a national seminar. b. The relevance of Gandhian Principles in the Present Society in a National seminar.	S.BCollege, Changanacherry. School of Gandhian thought, M.G University, Kottayam.
Sociology	Alphonsa Kurian	a. The epidemic obesity among youth-an effect of development. All Kerala Sociological Conference. b. Increasing obesity among children in the changing society in U.G.C Sponsored National seminar on Equity in search of Sustainability.	Sacred Heart college, Thevara, 2008. C.M.S College, Kottayam, 2013.
Sociology	Dr.Reeja P.S	a. Factors responsible for suicide. Organised by All India Sociological Society.	Jammu.

		b. Social context of Women Suicide organised by Association of Third World Studies. c. Suicide among elderly. Organised by All India Sociological Society. d. Alcoholism – A Gateway to Suicide in National workshop on recent trends in Social research.	Loyola College, Chennai.
Food Science and Quality Control	Anju Annette Cherian	a. Spices its processing and role in human nutrition	BCM College, Kottayam

Publications by Faculty

Name of Faculty and Department	Paper Title	Name of Journal	Vol. and Year of Publication	ISBN/ISSN no. of the Journal
Riya Susan Scariah, English	Sujatha Bhatt's poems from an Ecological point of view	St Thomas Researcher	22013012	978-81-7821-436-8
	Ecological Anxieties and Bio-regionalism in Sara Joseph's <i>Gift in Green</i>	Proceedings of the National Seminar on Bio-diversity and Eco restoration	2013	
Neethu Varghese, English	Malayali women writing their self	Journal of Kerala studies	29, April 2009	
	Decentring of myth and its role in Women's Studies	Baselius researcher	13 (2) July 2013	ISSN 0975-8658
Ponnu Liz Malieckal, English	Free choice and NPI indefinites in Malayalam	Occasional papers in Linguistics	13, 2009	
	Aar-um and Aar-enkilum	Baselius Researcher	12, 2011	ISSN 0975-8658
Nithya	Critical Discourse	Research Lines	1,2012	ISSN 0975-

Mariam John, English	Analysis on the Post Colonial Facet of the Lord's Prayer			8941
	I Beg Your Pardon: Language and Gender Today	Indian Literary Historiography and Counter Currents in Postcoloniality	2012	ISBN 978-81-7821-436-8
	Bible and Feminism:A Brief Introduction	Noesis	2,2012	
	Diving through the Feminine, the Feminist and Female in Kate	Baselius Researcher	12,June 2011	ISSN 0975-8568
	22 Female Kottayam:An Outlook	Research Lines	2, Dec 2012	ISSN 0975-8941
Dr. Naveen J, Hindi	Acharya Hazari presad dwevedike upanyasom ka samskritic pari prekshya	Samgrathen	June 2009	
Dr. Ipe Varghese, Social work	Field work in community development settings	Eduer-bcm journal of social work	8	ISSN 2249-1090
	Child sexual abuse in families	Eduer-bem journal of social work	6	ISSN 2249-1090
Dr.George Mathew, Mathematics	On a certain class of fuzzy ideals leading to discrete valuation rings.	Journal of computer and mathematical science	1, 2010, 690-695	ISSN 0976-5727
	On valuation fuzzy ideals of rings	Journal of Ultra Scientific of Physical science	22(3), 2010, 833-838	ISSN 0970-9150
	Local fuzzy ideals and p-fuzzy ideals	Albertian journal of pure and applied mathematics	9, 2010, 214-231	
	p-fuzzy decomposition of fuzzy ideals of a PID	Journal of Ultra Scientist of Physical sciences	23, 2011, 125-134	ISSN 0970-9150
	p-fuzzy ideals of integral domains	Do	23(3) 2011, 771-776	"
	p-fuzzy modules	Do	23(2)2011,	"

			511-516	
	Equivalence of certain class of fuzzy ideals and real valuation rings	Journal of computer and mathematical science	2(2011), 51-60	ISSN 0976-5727
	Cyclic p-fuzzy modules over Dedekind domains	Do	2(5)2011, 719-724	”
	R-multiples of factionary fuzzy ideals of integral domains	Do	2,2011, 573-580	”
	p-fuzzy ideals of a ring and fuzzy ideals of its localization	Albertain journal of pure and applied mathematics	10, 2011, 118-126	
	On level fuzzy and valuation fuzzy ideals of rings	Journal of fuzzy mathematics	20(3), 2012, 589-595	ISSN 1066-8950
Dr. Marykutty Thomas, Physics	Infrared and magnetic study of nanophase zinc ferrite	Indian journal of pure and applied physics	47, 2009, 81-86	ISSN 0019-5596
	Characterization and magnetic properties of nano crystalline FePO ₄	Do	48, 2010, 104-109	Do
	Effect of calcinations on electrical properties of Ti O ₂ nanotubes	Journal of applied physics	112, 4308, 2012	
Dr. Annu Thomas, Chemistry	Direct observation of bone coherence with dental implants	J. Eur. Ceram. Soc	32(11), 2012, 2607-2612	
	Mimicking the growth of a pathologic biomineral shape development and structures of Calcium Oxalate. Dihydrate with presence of polyacrylic acid	Chem.. Eur. J	18(13), 2012, 4000-4009	
	Morphology control of calcium Oxalates	Ecscs Abstracts	W 20, 2009	
	Revealing the crystal structure of anhydrous calcium Oxalate Ca	An org. Ally. Chem	8634, 2008, 1826-1829	

	(C ₂ O ₄) by a combination of Atomistic simulation and Rietveld refinement			
Priya Thomas, Zoology	A mini review on the antimicrobial peptides isolated from the genus Hylarana with a proposed nomenclature for amphibian skin peptides	Journal of modular Biology Reports	39, 2012, 6943-6947	
	Antimicrobial peptides from the skin secretion of endemic frog of western Ghats	Proceeding of national seminar on Biodiversity- its conservation for sustainable future	March 2012, 213-214	ISBN 978-93-5087-420-2
Dr. Elizabeth Besil, Zoology	Production of degrading enzymes by the bacterial isolates of an integrated rice fish rotational farming system of wetlands of Kuttanad	J. Zool. Soc. Kerala	13 (1 &2), 2010, 58-62	ISSN 0971-197X
	Bacterial profile of various body parts of culture fishes from integrated system and indigenous fishes from natural system	Do	14(1&2), 2011, 30-40	Do
	Resident bacterial flora of fresh water fishes and prevalence of bacterial activity integrated farming.	Do	13(1&2), 2010, 75	Do
	Antibiotic resistance pattern of Escherichia coli isolated from integrated farm environment	Baselius Researcher	1, 2010, 7-10	ISSN 0975-8658
Dr. Sr. Betsy Family and Comm. Sc.	Personal and Social problems of children with single parent	Intra social science abstract 36 th Volume		
Dr. Reeja P S	Social context of women	Kerala Sociologist	35, Dec	

Sociology	suicide		2007, 57-64	
	Sociological analysis of youth suicide	Holistic Thought	6, Dec 2007, 113-119	
	Suicide among elderly	Kerala Sociologist	36, Dec 2008, 82-86	
	Suicide: A case study of youth in Thiruvananthapuram	Kerala Sociologist	37, June 2009, 48-54	
	Suicide in Kerala, India- a critical analysis	International Journal of Social Science Research	12(1), 2013, 79-90	ISSN 2321-109179

Books Published by the Faculty

Book Name	Full / chapter	Author	Year	Publisher/Editor	ISBN No.
Stochastic modeling using Markow Chains	Full	Dr. Stephy Thomas	2012	Lambert Publishing Company	ISBN 3848480956
Introduction to Kerala studies volume I	One Chapter (Geographical specialties and natural diversity of Kerala)	Dr. C. A. Sabina	2012	J. V. Vilamilam, Antony Palackal and Sunny Luke	
Introduction to Kerala studies volume II	One chapter (Floristic wealth of Kerala)	Dr. Peter K Mani	”	”	
Introduction to Kerala studies volume II	One chapter (nature’s visual feast: Ornamental plants of Tropical Kerala)	Dr. Peter K Mani	”	”	
The Dead-End: Reflections on suicide in Developing Economies of South-East Asia	One chapter(Mental health : practices, challenges and a way forward Vol 1)	Dr. Reeja P S	2013	Sage Publication Limit India	

Research Journal Published from the College

Name of Journal	:	“Educere”
Related Area	:	Social Work
Nature of Publication	:	Half Yearly
Year of Commencement	:	2005
ISSN No.	:	2249 – 1090

Faculty Development Programme (FDP) of the UGC is regularly communicated to the faculty and proposals are forwarded by the management to the University. The management encourages teachers to pursue part time/full time research. The teachers are encouraged to take up more research projects and to attend various faculty development programmes.

Policies/Systems in Place to Recharge Teachers

Seminars and workshops organized by the institution enhance teacher quality. Participation of faculty members in refresher courses of the University has been on the rise. Institutional workshops are encouraged. Motivational talks are arranged on a regular basis by inviting reputed speakers. Destressing activities are indulged upon by the faculty to rejuvenate themselves.

The faculty members are given freedom to concentrate on their research work write papers for presentations and publications and attend seminars/courses through internal work arrangement. Guest lecturers are appointed by the management in place of teachers on leave. Teachers take students for study tours to well reputed industries and organizations to get familiarized with innovative teaching and equipments.

Awards/Recognition/Honours Received by the Faculty Members

Sr. Dr. Betsy SVM, Department of Family and Community Science brought laurels to the college by attaining the AIACHE Award for the best innovative teacher. The Principal was honoured with K.T Ouseph award presented by Indian Red Cross Society for her excellence service as Principal on 8-03-2012.

Transparency in Evaluation Process

The institution ensures transparency in its evaluation process to parents, students and faculty members by adopting the following methods:

1. The college calendar published every year is distributed to the students at the commencement of the academic year. The departments are placed with the responsibility of creating awareness about the entire evaluation process to the students. The college calendar clearly states the mark distribution as prescribed by the University.
2. Details of examination schedule and the evaluation process are clearly stated in the handbook, showing the breakup of marks for internal

assessment. If there are any changes made by the University the same is communicated immediately and notices are issued regarding the same to the concerned departments. Online attendance system has been introduced.

3. Details such as semester pattern, mark distribution, code of conduct, examination and evaluation processes are explained to the students a week after regular classes have begun. Information is also displayed on the notice boards.
4. Evaluation is done in two parts-Internal or In Semester Assessment and External or End Semester assessment.

The **major evaluation reforms** of Mahatma Gandhi University that the institution has adopted.

The college being under the University is thus only able to bring reforms as suggested by the University regulations. Based on the guidelines by the university, the departments are to set model question papers, value the answer scripts and publish the results of the students within the stipulated time set by the University. Any student is entitled to revaluation of papers.

Further reforms include

1. Change in grading system from 5 point to 7 point
2. Change in pattern of question paper
3. Single answer booklets are provided
4. Regular periodic surprise checks by special squads appointed by the University
5. Model Question papers are put on line by BOS (Board of Studies, M.G University, Kottayam).

Strategies for Effective Implementation of the Evaluation Reforms of the University and those Initiated by the Institution on its Own

The institution ensures effective implementation of the evaluation reforms of the University and those initiated by the institution in the following ways. Two examinations are held - CIA (Continuous Internal Assessment) and SEE (Semester End Examination) on dates prescribed by the university. If more than two examinations are conducted the best of two are calculated. Students are also assessed based on their assignments, attendance, seminars, laboratory participation etc. Answer Scripts are valued, results are published on the department student's notice board and grievances if any are redressed. PTA meetings are held for all the degree students on separate days where parents interact with teachers. The valued answer scripts are returned to the students. Answers for each question are discussed. Remedial courses are arranged for weak students. Similarly bright students are also encouraged to help the weaker students. Additional class tests are also given as per time availability.

This enables teachers to know how much students are thorough with the subject.

Details on the Formative and Summative Evaluation Approaches Adopted to Measure Student Achievement.

Students are evaluated on a regular basis by mandatory internal-theory and practical examinations, class tests, assignments, seminars and viva-voce. Based on their performance, remedial coaching and tutorial classes are arranged for slow learners. The marks obtained by students in the two internal examinations are consolidated and displayed on the notice board. Through this, students become aware of their performance levels and concentrate on areas that need improvement so that they can perform better in the university examinations.

Class Internal tests, assignments, seminars, power point presentations, group discussions in departments are the formative assessment methods. Summative assessment methods involve University- theory and practical examinations on the set dates as decided by the M.G. University.

Monitoring the Progress and Performance of Students through the Duration of the Programme and an Analysis of Student's Results Over the Past Four Years

Student progress cards are filled by the concerned teachers after paper valuation and verification by students is complete. PTA meetings are arranged by the institution regularly where parents are given an opportunity to discuss the progress of their ward with the concerned teachers. A general assembly is held where the Head of the institution addresses the parents before they are directed to meet teachers in class rooms arranged for the same.

Pass Percentage of Students

Sl. No	Undergraduate Departments (arts)	No. of Students (final year)					Pass Percentage				
		2009	2010	2011	2012	2013	2009	2010	2011	2012	2013
1	English	40	30	36	41	32	97.50	96.67	89	100	100
2	Vocational English	22	18	19	12	8	91	100	68	91.67	100
3	History	46	36	44	47	47	93.18	72.34	71	72.22	73.68
4	Economics	45	49	46	46	36	93.33	95.92	80.43	93.48	72.97
5	Sociology	31	35	30	28	31	83	88.5	83	90	77.42

6	Commerce	64	58	58	60	55	83	88.5	83	90	89.09
7	Mathematics	33	20`	28	28	23	93.94	95	96.43	92.86	90.91
8	Physics	18	37	27	24	20	100	95	74	100	65
9	Chemistry	13	26	30	23	23	76.9	57	77	83	82.61
10	Botany	13	21	23	25	17	100	90	86	84	94.12
11	Zoology	13	27	21	24	23	100	92.5	100	100	78.26
12	Family And Community Science	4	14	15	9	7	75	84.62	100	66.66	71.43
13	Food Science And Quality Control	30	31	21	23	22	100	100	100	95	95.45
14	Computer Science	35	52	54	45	38	80	92.3	94.4	93.3	94.74
POST GRADUATE PROGRAMMES											
15	Mathematics	20	20	19	22	19	60	68.42	57.89	65.22	69.1
16	Social Work	25	28	31	33	34	88	100	74	94	76

Provision has also been made where parents can contact teachers directly over phone or fix an appointment and discuss progress of their wards. Some departments ensure that assignments and seminars valued are signed by parents and brought to class the following day.

Significant Improvements Made in Ensuring Rigor and Transparency in the Internal Assessment during the Last Four Years

Valued answer scripts are returned to the students, doubts where marks are lost is explained, question papers are discussed in class. Test marks are displayed on department notice boards. Assignments and seminars are valued with grades. Grades are assigned for presentations, literature collected, displays, journal studies etc. Final internal assessment marks are displayed on department notice boards for further verification by students. Science subjects evaluate students based on punctuality, submission of practical records on time, involvement in practicals, result analysis, lab behaviour and participation.

Assessment/Evaluation of Teachers as an Indicator for Evaluating Student Performance, Achievement of Learning Objectives and Planning

Internal evaluation of teachers is done randomly by the final year students of each department where teachers are evaluated on punctuality, curriculum completion and class room teaching. The evaluation sheets are analyzed by the

Head of the Institution and distributed to the concerned teachers after meeting them personally. Cross checking is also done by the institution on the results of the students to validate the evaluation.

The Mechanisms for Redressal of Grievances

A grievance redressal cell has been set up by the college with the Principal as its Head and senior faculty members as well as representatives from students to address and resolve grievances. Complaints are addressed and solutions are given. Initially the grievances are addressed by the concerned teacher and student, followed by the Heads of the Departments and later the Principal and acting members of the cell if needed.

Student Performance and Learning Outcome

The vision of the college is “when you educate a woman you educate a family” which is further exemplified in the stated vision and mission. The holistic development of the women students is the primary aim and all the programmes taking place in the college is directed to achieve this goal. The university has published the learning outcomes of each module and programme by way of curriculum and syllabus and the students and faculty are well aware of this. Moreover the college calendar also emphasises this aspect quite explicitly.

Achievement of the Intended Learning Outcomes through Teaching, Learning and Assessment Strategies

Teaching, learning and evaluation are effectively carried out according to a well-planned and implemented procedure. The Heads of the departments along with faculty members, in the beginning of the academic year itself chart out a well-defined process to achieve the proposed learning outcomes. The academic excellence of the students along with other generic skill enrichment programmes, all add to their capacity building. The students are allowed to take responsibility of various subject association activities. The individual student is constantly monitored through effective tutorial sessions. Individual as well as group activities together enable the students to achieve the learning outcomes intended by the stated vision of the college.

Enhancing the Social and Economic Relevance of the Courses Offered

Though academic flexibility is constrained due to prescribed syllabus given by the university, the college has responded to the social and economic relevance of certain courses by starting new courses like B.Com Computer Application, M.Com Taxation, M.Com Finance and M.A English Literature, which are in high demand. The emphasis is on quality. The good result in the university examination and consistent ranks acquired by certain departments like Food Science, English has raised the demand for the courses. B.Sc. Computer Science, B.Sc. Food Science and Quality Control and Master of Social Work

are some of the courses in self-financed stream that have seen a steady influx of students since its beginning.

Collecting Data on Students Learning Used for Overcoming Barriers of Learning

Lack of English and Computer proficiency are some hurdles that have to be overcome. Add on course in Communicative English, ASAP training, Scholar Support Programme, Certificate Course in Computer Application are some of the effective measures undertaken to overcome barriers of learning. Seminars and viva voce are a regular part of the curriculum and these have helped in building confidence among the diffident scholars. Internal and external examination results are the main index of learning outcomes. These results are discussed in staff meetings and initiatives are implemented to improve shortcomings.

Monitoring the Achievement of Learning Outcomes

Student feedback is a valuable index to gauge the learning outcome intended by the course. The teaching learning process is essentially student centric and to overcome the needs of the slow learner, the following methods are adopted:

- Remedial coaching classes
- Re tests
- Tutorial sessions
- Counselling sessions
- Career related classes

Graduate Attributes Specified By the College

The syllabus envisages a particular level of knowledge in the concerned subject so that each student can choose a career or pursue research. The curriculum has to be supplemented with other skill enrichment programmes like Add on courses, Certificate courses, Literary debates, Group discussions, Brain storming sessions, Quiz programmes and other similar activities to raise the standard of the student to be at par with global demands.

Every graduate should have employability skills and be able to judiciously apply this skill to achieve a purposeful life. The institution stands for empowerment of young women students and helps them overcome their ignorance, biases, superstitions and inferiority feelings and march ahead in the journey of life. This is enabled also with the help of a sound value education system that add to the students' moral and spiritual upliftment. B.C.M College for Women has become a byword for women empowerment and students' who come here imbibe all the virtues that the college imparts to them.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

Promotion of Research

The College has always promoted a Research Culture among the faculty and the students. They are encouraged to explore the research possibilities related to academics from a broad perspective. The Department of Science and Technology, Government of India has sanctioned Rs.97 lakhs under the FIST 2013 programme to facilitate teaching and research in science disciplines.

Research Committee

The College has a Research Committee consisting of the Principal and three faculty members to monitor and address the issues of research.

The committee Provides

- ❖ Timely intimation of the research schemes
- ❖ Publish the notifications regarding research
- ❖ Identify the research opportunities and funding agencies;
- ❖ Evaluation, guidance and monitoring of the research projects.

Recommendations of the Research Committee

- ❖ To encourage the faculty to prepare research proposals
- ❖ To provide information regarding research grants and funding agencies
- ❖ To give a thrust for research publication and paper presentation in conferences and seminars
- ❖ To motivate the faculty to undertake research degrees and post-doctoral research
- ❖ To monitor ongoing research projects in the institution
- ❖ To promote and monitor research at student level.

Impact of the Research Committee

- ❖ One International Seminar and eleven National Seminars were conducted
- ❖ No :of Ph. D Holders - 19
- ❖ No: of M Phil Holders- 13
- ❖ No :of minor research projects undertaken-16
- ❖ No: of Research publications-45; paper presentations-45
- ❖ No: of faculty involved in active research-13
- ❖ No: of student research scholarships-4

Institutional Efforts to Facilitate Research among the Faculty and Students

The College provides autonomy to the principal investigator regarding the selection of the research area. A purchase committee is made as per the regulations of the Government of Kerala. The college encourages the faculty and students to participate in Seminars and paper presentations. The college provides necessary support in terms of technology like the internet accessibility and e-learning facilities. The research scholars can utilize the infrastructure facilities of the Audio Visual Seminar Hall with smart board and LCD projector and every department provides necessary audio visual facilities to the research scholars. The Department of English has set up an e-library with a good collection of research oriented e-books, journals, documentary collection, film adaptations etc which helps the researchers in their respective areas. The department of Social Work publishes a bi- annual journal **‘educere’-the BCM Journal of Social Work** for the promotion of research. The library has been computerized with **e-cataloging system** with a software, **KOHA** which makes an easy access of books to the students and the faculty. The college has a computer centre where the students and faculty can make use of the internet facilities. The college is keen in conducting National Seminars, Scientific Exhibitions and Workshops.

The students are encouraged to participate in research programmes in and outside the campus. Every UG and PG student submits a project in their course period as part of the curriculum. Apart from that they undertake various surveys and external projects. Four of our students are getting **INSPIRE** scholarship instituted by the Department of Science and Technology. Seminars on Research Methodology are conducted by various departments. Eminent Scientists and Resource Persons are invited to the campus to inspire the students to take up research programmes. The department of Social Work conducts **project proposal workshops and SPSS** (Statistical Package for Social Sciences) for the students. They conducted a “project proposal preparation” competition in Samanwaya-National Level Social Work Students Meet. **A one month project work outside the state** is compulsory for the students of the Food Science and Quality Control Department. The students of Computer Science have undertaken a number of projects which are funded by external agencies. The students of Zoology Department have participated in the project presentation contest of the Zoological Society of Kerala. Five students of the same Department had participated in the survey made by TIES(Tropical Institute of Ecological Studies, Kottayam) regarding quantitative study of Aedes Mosquitoes and its control measure. Every year they visit Agricultural Universities and Research Centres in Kerala and other parts of India. The students of History Department conduct various projects which enhance the urge to conserve the historical monuments of the locality and also to highlight the relevance of archeology in the society.

Faculty Involvement in Active Research

Name of the Guide	Research Centre	Area of Research	Name of the Students Registered
Dr. Marykutty Thomas Kallolikal	SB College Changanacherry.	Physics Nanotechnology	1. Reenu Elizabeth John (full timer) 2. Pournami.P.Vijayan (Part timer)
Dr. Mercy Mani	Mar Thoma College, Thiruvalla	Applications of Differential equations	Saritha Varma Jayasree Thomas

Name of the PDF	University	Area of Research
Dr. Annu Thomas	Stockholm University, Sweden	Electron Microscopy

Details of Seminars Conducted For Capacity Building in Terms of Research

Department	Topic	Funding Agency	Year
Chemistry	Green Chemistry: An Overview (National)	UGC	2012
Zoology	Recent Developments in the fields of Microbiology, Cancer	UGC	2011
Botany	‘Biodiversity Conservation and Eco –restoration’ (National)	UGC	2013
	‘Experimental techniques in Ecological Conservation’. (International)	UGC	2013
Mathematics	“Cryptography and its applications in computer science (National)	UGC	2008
	“Probability, Mathematical Statistics, Applied Statistics and Optimization” (National)	Indian Statistical Institute	2013
Social Work	SAMANWAYA	Department	2008-2013
Physics	Innovative experiments in Physics	UGC	2009
	Energy and Environmental studies	UGC	2011

Workshops

Three day National level workshop “Statistical Data Analysis using SPSS” Dept of Mathematics.	UGC	2012
Department of Social Work TCI Learning Convention A mind to change, a decision to grow	Department	2012
Research Methodology	Department	2011

Prioritized Area of Research and Expertise Available

Commerce	Organization Behaviour
Botany	Mycology, Cytogenetics, Ecology, and Biochemistry
Chemistry	Bio inorganic Chemistry, Inorganic Chemistry
Mathematics	Fuzzy Mathematics, Stochastic models, Applications of Differential Equations
Physics	Nanotechnology
English	Diasporic writing, Feminist Writing
History	Gandhian Philosophy
MSW	Tribal Education, Child Rights, Parenting
Sociology	Suicidology
FACS	Child Development
Zoology	Microbiology

Resource Mobilization for Research

Year wise Financial Allocation for Research (Amount Rs)

Heads of Expenditure	Equipments	Books of Journals	Chemical & glassware	Maintenance	Total
2008-2009	Utilization	63655	97547	52800	214002
2009-2010	Utilization	133692	135312	76548	345552
2010-2011	Utilization	111956	245986	1136404	1494346
2011-2012	Utilization	199837	668486	2598540	3466863
2012-2013	Utilization	134511	168471	92704	395686

Optimal Use of Equipments and Research Facilities.

In order to ensure the optimal use of the equipments and infrastructure facilities, the policy of the college is “share and use” the entire facilities in the most appropriate way. Based on this policy the following are our mode of action and that mode has been practised in the past years.

- (i) Equipments like LCD projector, OHP, portable mike system, digital camera etc. of certain departments are shared by other departments. Equipments like electronic weighing balance, centrifugal machine etc owned by the Chemistry department is shared by other science departments.
- (ii) Internet lab is open to all students for preparing presentations and reference work. A record of the number of students visiting the internet lab is maintained in the computer lab.
- (iii) Our library is open on all days except public holidays and Sundays and is functioning 8 hours a day from 9 am to 5 pm.
- (iv) Students are often given project work based on latest research publications in journals.
- (v) Science Teachers of the college who have registered for Ph.D and work under outstation guides mainly depend on the institutional lab facilities to carry out their research experiments.

Financial Support to Student Research Projects.

Many departments give financial support to needy students for the following requirements in the various stages of their project work.

- a. Data collection
- b. Conveyance
- c. Documentation

A certain amount from their subject association fund as well as department fund is kept aside for helping the financially challenged students to complete their project. The department of computer science launched a programme called “earn while you learn programme”. Through this programme, the students are provided skill oriented training in ornament making, glass painting and bouquet making. the profit they earn by selling the articles is used for meeting the expenses of their project work.

Research Projects

There has been a commendable enhancement in the number of research projects taken up by the faculty in the last 5 years compared to the period of the previous accreditation. The following table substantiates this remark.

UGC Sponsored Minor Projects (2008-2013)

Name of Faculty	Year	Title of Project	Total grant	
			Sanctioned	Received
English Prof. Riya Susan Scariah	2012-2013	The Relevance of Eco-Literature Among The College Students of Kottayam	1,50,000	1,20,000
Prof. Neethu Varghese	2012-13	Emerging Woman hood: Autobiographies of Malayali women	1,50,000	1,20,000
Prof. Ponnu Liz Maliackal	2012-13	A study of errors and their sources in the pronunciation of degree students in English whose mother tongue is Malayalam	1,50,000	1,25,000
Prof .Minu Alex	2012-13	The impact of visual ads and its reflection on society	1,00,000	75,000
Minu Alex	2012-2013	Impact of Visual Advertisement and Its Reflection On Society	1,00,000	75,000
Mathematics Dr. Mercy Mani P	2012-13	Pain leave analysis of the inhomogeneous there dimensional originator model.	1,50,000	1,00,00
Dr. Stephy Thomas		Association and state space estimation of time series data.	1,87,000	Nil
Prof. Anu Varghese	2013-14	Spectra and Energy of graphs	1,50,000	Nil
Dr. George Mathew	2013-2014	Linear Space and graphical model and coding theory	2,00,000	Nil
Physics Prof. Smitha Joseph	2011-12	Synthetic and characterization of magneto resistant materials.	1,38,000	1,13,000
Dr. Marykutty Thomas	2011-13	Characterization of one dimensional Gallium	1,20,000	Nil

		Nitride Nanostructures.		
Chemistry Dr. Magi John	2012-13	Seasonal and regional variation of water quality parameters of Meenachil river.	1,40,000	1,00,000
Botany Dr. Peter K. Mani	2010-2012	Eco-friendly waste management in and around Kottayam district with special emphasis on plastic, rain water and selected organic waste.		
Dr. C. A Sebina	2013-2014	Documentations and Ecological Parametric Assessment of the Nelemb Species the aquatic habitat of Vembanad wet land of Kumarakom	1,60,000	Nil
Dr. Jossy Abraham	2013-2014	Studies on the distribution and diversity of VAM in rhizospheres in solid in the paddy field of Kuttanad	1,40,000	Nil
History Dr. Ajis Benn Mathews	2013-14	The threat of communalism to Indian Democracy	1,30,000	Nil
Hindi Dr. Naveena J	2012-13	A study of the Novels of Hazari Prasad Dwivedi in the perspective of modern concept of Humanism	60,000	50,000

Research Facilities

The College provides the following research facilities towards the smooth functioning of active research. work.

- The Department of English has set up an e-library with a great collection of research oriented e-books, journals, documentary collections, film adaptations etc which helps the researchers in their respective areas.
- Internet facility is available in every department
- Computer centre with 38 computers and personal assistance by the efficient faculty

- Sr.Savio Memorial Audio Visual Seminar Hall with Smart Board and LED System
- English Language Lab with DVD player ,television and 12 cubicles with language aids
- Photocopier, scanner, and printer is available in every department
- Power point presentation facilities are available in many departments.
- The library is fully digitalized with OPAC system and it makes an easy access of the books
- The college library subscribes 20 research journals and maintains 4 computers for browsing
- Separate Reference rooms are available for the students and for the faculty
- Fully equipped science laboratories are available for the science students
- The departments of Physics, Chemistry, Zoology, Botany Food science and Family and Community Science maintain their own labs and they share their instruments and new technological devices for the benefit of other departments; for instance,the microbiology lab of Food Science is shared by the Family and Community Science Department and the Cooking Lab of the Family and Community Science is shared by the Food Science Department.
- The statistical data analysis is offered by the Mathematics Department to other departments
- The Computer Science department offers their expertise to all other departments.

Major Research Achievements of the Staff and Students

It is a matter of pride that a good number of our faculty members began active research. As a testimony to this fact, it is to be mentioned that the report period has witnessed an increase in the no: of Ph.Ds, no. of paper publications and presentations, and the number of research projects taken up by the faculty. A great many are related with real life and social issue. Here we present a few of the **major works related with social issues.**

Sl. No.	Title	Name of the Faculty	Type of Research Activity
1	Alcoholism: A gate way to suicide	Dr. Reeja P. S	Paper presentation in National workshop
2	Family disorganization and social distress in Kerala	Prof. Alphonsa Kurian	Paper presentation in State conference
3	Suicide among adolescents	Dr. Reeja P. S	Paper presentation in National seminar

4	Energy conservation	Zoology, Botany and chemistry departments	State workshop
5	Personal and social problems of children with single parent	Dr. Sr. Betsy	36 th Social Science Congress
6	Caste system a case study of Pulappedy and Mannapedy	Prof. Dhanya Lavanya	Topic of research in Doctoral studies
7	Sociological Analysis of youth suicide	Dr. Reeya P.S	Paper presentation in All India Conference
8	Increasing obesity among children in changing society	Prof. Alphonsa Kurian	Paper presentation in National seminar
9	Global warming	Prof. Phiona Elizabeth Joshy	Paper presentation in National seminar
10	The epidemic obesity among youth	Prof. Alphonsa Kurian	Paper presentation at State conference
11	Water quality parameter of bottled water	Chemistry department	Laboratory analysis

Research Studies and Surveys Conducted at Communities

A lot of surveys and studies resulting to community development and attitudinal change has been carried out by the Social Work Department of our college. The core issues they have taken up ranges from child sexual abuse to palliative care, living status of street vendors, traffic violations of vehicles, miseries of the homeless and communicable diseases which are seasonal and atrocities against women. The main localities where the studies were carried out are Kottayam Municipal area, Pongampalli tribal colony at Kanthalloor, Thalamkandam tribal colony at Adimali and Lakshdeep-Kavarathi islands. The shocking disclosure of their findings through daily newspaper and periodicals became an eye opener to the civil authorities and Government machinery. Child sexual abuse is found to be a drastic problem faced by today's younger generation. As a panacea to this problem, strict and stringent laws has been mooted and implemented to curb these antisocial activities.

The following is the list of surveys conducted by the Social Work department, their key aspects and the outcome of the Surveys.

- (i) Conducted a socioeconomic survey at Kavarathi island: report handed over to Kavarathi Dweep Panchayat authorities for action.
- (ii) Conducted a survey on problems faced by SHGs in Kavarathi Island (this survey was conducted as per the request of Social Welfare

- department, Lakshadweep): Report handed over to Social Welfare Board, Lakshadweep.
- (iii) Conducted a survey on the socio-economic conditions of tribals in Pongampilli tribal settlement: Report handed over to Panchayat committee, Kanthalloor panchayat..
 - (iv) Conducted survey on prevalence of child sexual abuse in Kottayam town
 - (v) Conducted a survey in Kottayam town to collect data on the street vendors: Report handed over to authorities for formations of policy on street vendors.
 - (vi) Conducted a survey at Manorama Jn. in Kottayam town to find out the number of traffic violations by all kinds of vehicles crossing the junction: Report published in Malayala Manorama daily for attention of authorities.
 - (vii) Conducted a survey at midnight in Kottayam town to collect the data on homeless people: Report handed over to IGSSS and Voice of nature society. Initiated actions for temporary provision of houses.
 - (viii) Conducted survey to get the details of problems faced by the chicken guinea affected people. This survey was conducted as part of research programme of Indian Council of Medical Research.
 - (ix) Conducted a survey in Kottayam Municipality to identify the needs of palliative care. The survey was conducted in association with Mother Foundation who provides palliative care services: Mother foundation started the project of palliative care based on the survey report.
 - (x) Conducted a survey on the SHGS in Kavarathi island for improving their performance
 - (xi) Conducted a socio economic survey at Thalamkandam tribal colony, Adimali, Idukki district: report handed over to Panchayat authorities. Also conducted awareness classes on identified problems
 - (xii) Conducted a survey at Pongampilli tribal colony on land allocation for the tribals by government (the survey was conducted as desired by the Chief Minister of Kerala and the report was sent to CM's office.
 - (xiii) Conducted survey in Thiruvarp Panchayat as part of participatory rural appraisal in association with world vision India. World vision has initiated programmes on the findings.

Recognitions Received by Research Faculty

Dr. Annu Thomas of Chemistry department was **Post Doctoral Fellow** under Prof. Dr. Zhijias James Shen, Department of Materials and Environmental chemistry, Stockholm University, Sweden from October 2010 – March 2011. She worked on electron microscopy of Boue and Dental implants. During the year 2008, she won the best oral poster presentation award “Junior Euromat” instituted by the Federation of Material Societies Lau Sanne, Switzerland. Also during the year 2009, she got the academic grade of Summa Cum Laude

(Excellent) for Ph. D from faculty of Mathematics and Natural Science, Technical University, Dresden, Germany.

Consultancy

A number of our departments and faculty members are authentic and authoritative consultants in their field of expertise. Apart from a very few, all the remaining are unpaid and voluntarily do the consultancy services. The income earned through the paid consultancy services is mainly used for the developmental activities of the department and hence the college.

The institution provides maximum support to the faculty consultants. The principle of education is amassment and dissemination of knowledge. Upholding this principle, and upholding its social responsibility, the institution provides all needed help and opens all its facilities for the better transfusion of the knowledge of its faculty experts.

Consultancy-Benefactor Departments

The following departments are actively engaged in consultancy services

1. English
2. Malayalam
3. Social work
4. Mathematics
5. Botany
6. Family & Community Science
7. Food Science & Quality Control

Consultancy-Beneficiary Agencies

Various government and non-government organizations, educational institutions, food industries, publishing companies and research scholars often tap the expertise of our faculty. These organizations themselves serve as publicizing social media and provide wide coverage to the available expertise of our college even in the absence of any formal advertising media. The various organizations who have availed of our faculty expertise in the past 5 years are listed below.

1. UNICEF
2. KILA
3. NIPCCD-National Institute of Public cooperation in child development
4. CHILD LINE- functioning under the social welfare department
5. Mar Thoma Seminary
6. Mahatma Gandhi University
7. Publications
 - i. Kerala Express-News Paper publishing from Chicago
 - ii. Apnades-the title publication of Kottayam Diocese

- iii. Knanayasabdam-a publication of Knanaya Community
- 8. Educational Institutions
 - i. Children's Home, Thiruvanchoor
 - ii. Aswas Vidyasadan Public School, Pampady
 - iii. Holy Family Higher Secondary School, Kottayam
- 9. Food Industries
 - i. Parayil Foods, Pala
 - ii. Orion Spices, Kottayam
- 10. Research Scholars from several Universities

Consultancy Jobs Undertaken

The various consultancy jobs undertaken and carried out by the departments and faculty members are listed below.

1. English Department

- (i) Dr. Renju D :- Provided consultation to the students
 - (a) Kum. Lisa Thomas doing Ph. D in JNU
 - (b) Smt. Srilakshmi K M doing M. Phil. in JNU
 - (c) Mr. P P Sajeew doing research in MG University
- (ii) Prof Nithya Mariam John:- Translated the Holy Qurbana text of Syrian Jacobites edited by Fr. Baby J Pothara
Provided consultation to
 - a) Mr. Sajeew Koshy doing Bachelor of Divinity(BD) at M T Seminary
 - b) Kum. Chitra Susan Thampy doing M. Phil at Sree Sankara University, Kalady
 - c) Miss. Levin Koshy doing M. Phil at Hyderabad central University

2. Malayalam Department

- (i) Prof Babu Thomas
 - Consultant Editor of "Kerala Express"- a weekly Newspaper published from Chicago since 1996
 - Editorial board member of 12 text books of MG University UG level Malayalam.

3. Social Work Department

- (i) Dr. Ipe Varghese

- Invited consultant of the KILA-UNICEF workshop for module preparation on child Protection held at Ernakulam.
- State level technical consultant of the meeting for developing a National Policy on child organized by UNICEF.
- Consultant of the children's home Thiruvanchoor.
- Participated in the regional level consultation on "people's appraisal on 11th five year plan" held at Chennai and the National level consultation of the same held at New Delhi.
- Invited Consultant of the workshop on module preparation for training in the ICPS Scheme organized by NIPPCD(National Institute of Public cooperation in child development)
- Invited consultant of the workshop on module preparation for Master of Social Work trainees organized by NIMHANS Bangalore.
- Member of the state level child line coordination committee functioning under the social welfare department.

4. Mathematics

Dr. Stephy Thomas

- Visiting faculty and consultant at the Department of Mechanical Engineering, Rajeev Gandhi Institute of Technology, Pampady.
- Provided consultancy to the following 11 Ph D. students belong to various disciplines in data analysis using statistical software in the last two years
 - a. Saji K P, MG University in Behavioral Science.
 - b. Anupama Nair, CUSAT in Marine Biology
 - c. Susan Thomas, Kerala University in Library Science
 - d. Fr. Varghese Kappukala, Bharathiar University in Behavioral Science
 - e. John Daniel, MG University in Teacher Education
 - f. Latha K, MG University in Teacher Education
 - g. Jacob George, Anna University in Management Science
 - h. Albert V John, Newcastle University in Behavioral Science
 - i. Vineetha Thomas, MS University in Teacher Education
 - j. Benazir K K, MG University in Computer Science
 - k. Smitha S L, CUSAT in Industrial Fisheries

5. Botany Department

Dr. Peter K Mani

- Organized demonstration classes for Waste Management practice to the local public in connection with the National Service Scheme camps
- Consultant of the KAMBA Waste Management System.

- Provided training and consultancy to Home Grown Nursery Vizhikathode, Kanjirappally for Anthurium-Orchid cultivation and Bonzai preparation.
- Provided Plant specimen Identification certificate for the B. Pharm Degree students of RIMSR, Puthuppally, Kottayam to carry out their project work

6. Family & Community Science Department

Sr. Dr. Betsy

- Provided consultancy for flower designing in and outside the college campus.
- Designer of the curriculum named “smart kids kitchen” which comprises preparation, serving and management of food meant for UP school students of Aswas Vidyasadan Public schools based on CBSE Pattern.
- Provided consultancy for food preparation and presentation competition in School Youth Festival.
- a trainer of “Effective learning methodology & life skills training”. It is meant for children who are lagging in studies and children who are struggling to achieve a successful life settlement.
- acts as a counselor of children with behavioral problems and children who are suffering from learning disabilities.

7. Department of Food Science & Quality control

Prof Anju Annette Cherian

- is a technical consultant and nutrient valuer of the export products of Parayil food products, Pala

Prof Rittu Susan Babu

- is a technical consultant of Orion Spices, Kottayam.

Extension Activities and Institutional Social Responsibility

Since its inception the college gives prime importance to community oriented programmes in order to inculcate the concern for the society among the students and make them socially responsible citizens. The college undertakes activities to identify the needs of the society and initiate programs to meet such needs. All the departments have their own initiatives for outreach programmes. National service scheme in the college plays a pivotal role in organizing programmes in the community. The college has a registered society (BCM OJASS) for undertaking the general welfare programs of the whole college including major extension activities of the departments. The main activity of the society is to provide support to needy students .It has adopted a tribal settlement in Idukki district and provides all support to educational development of the children there. BCM OJASS is also acting as the nodal

agency for **Child Line** which is a project of Ministry of Women and Child Development (MWCD) New Delhi for child protection. The college has association with local, regional and international organizations including government departments for organizing welfare programmes in community.

A. Extension activities through BCM OJASS

The college has registered a society for undertaking the welfare programmes of the college and extension activities. OJASS stands for Outreach Joint Action to Strengthen Society. BCM OJASS is functioning as the Kottayam district nodal office of CHILDLINE, a project under the ministry of women and child development, New Delhi for the protection of children. BCM OJASS undertake many activities for the protection of children in the society. The important activities of BCM OJASS are as follows:

- i. **Child Line District Nodal Centre.** BCM OJASS is the district nodal office of the child line which is a project of Ministry of Women and child Development New Delhi. Child line operates 24 hours toll free telephone number 1098 in which any one can contact for helping children in need.
- ii. Education support programmes (education revolving finance scheme, education support programme, sponsorship programme): These programmes intend to provide support to economically weaker students. The education revolving finance scheme supports the students by extending financial support to the students which the students return without any interest after getting job. In the sponsorship programme, OJASS finds sponsors for the students. OJASS serves as a link between the sponsors and the students.
- iii. Medical assistance for the needy students. In the last four years a sum of Rs. 2,23,330 has been utilized through OJASS for providing medical and educational support to students.
- iv. House construction for the needy students: OJASS has taken up the construction of a house for a student who did not have any proper house. The college has spent an amount of Rs. 4 lakhs for the completion of the house.
- v. Child Resource Centre: BCM OJASS is acting as a child resource centre. The centre organizes personality development programmes, like skill programmes, mental health programmes etc. for the children. It has a resource team for such programmes.
- vi. Education development programme for the tribal children in Pongampilli tribal colony, Kanthallor Panchayat, Idukki district includes Distribution of Education kit, Tuition facility, Library Facility, Personality development programmes Cultural interaction programme etc.

B. Extension Activities through NSS

The activities through NSS in the college aims to channelize the dynamic energy of the youth in the right way towards the growth of the society. The students are made responsible to our nation and are filled with patriotism and concern about fellow beings. It helps to create social awareness among the students.

The College had two NSS units till 2010-11. As a token of appreciation for its efforts and service to the society, the university granted one more unit to the college in 2011-12 raising the number of units to three. The NSS unit in the college was selected as one among the best seven NSS units of MG University in the year 2008-09. Ms. Teena Susan Thomas was selected as the best NSS volunteer secretary in MG university in the year 2009-10. Following are the important activities of NSS.

- i. Seven day camps are held every year by NSS at different places. The programmes during the camp were renovation of nearby roads, campaign for kitchen garden and creating awareness among students about the eco-friendly methods on soil erosion and waste management.
- ii. The road safety week of the Kerala govt. was observed from January 1 to 8, 2009. Students controlled the traffic under the supervision of the police at the main zebra crossing and traffic islands of Kottayam town. NSS released a documentary called “*Chorayil Kuthirunna Nirathukal*”. Its aim was to make public aware about the serious consequences occurring due to careless driving and negligence in obeying the traffic rules.
- iii. Organized two mini camps during the year 2008-09. ‘Palliative care’ was the major theme of the first camp and serving the destitute that of the second. Students visited and rendered their service to Abhayabavan, an old age home run by the sisters of Charity.
- iv. Conducted a blood group detection camp on 28th January 2009. More than 300 students from the college participated in the camp.
- v. In association with Kerala state AIDS control society and District Health Department a voluntary blood donation camp for women students was organized on 18th October 2009, the world blood donation day. 150 women students from BCM college itself donated blood on this day apart from students outside. BCM college won an award for launching the highest number of women blood donors and the award was received at a state campaign of the AIDS control society held at Kannur.
- vi. On 22nd October 2009, legal awareness camp was conducted for second year students. Various eminent advocates from Kottayam Bar Association took the classes.

- vii. On 18th and 19th August 2009, Mr. Pradeepkumar, Deputy Electric Inspector and Dr. P.G Unnikrishnan took classes on energy conservation and first aid respectively.
- viii. On the National Integration Day on 19th November 2009 volunteers under the leadership of programme officers and secretaries marched towards the Kottayam Railway Station with placards containing slogans of national integration and conducted a tricolor palm impression campaign at the platform. On 25th November, an exhibition was conducted to evoke love for the nation among the students.
- ix. Every year World Aids Day is observed on Dec 1 by the NSS unit. Volunteers give Red Ribbon to spread the message of precaution against the disease to the public.
- x. Another enchanting event was a fortnight long Traffic control training and Traffic Awareness class held by the Kottayam traffic police. The trained student traffic wardens were deployed at various traffic islands of Kottayam town and they undertook the traffic control duty till the end of the academic year.
- xi. NSS unit in association with the social welfare department, Govt. of Kerala organized a one day seminar on the Dowry Prohibition Act on 26th November 2010. The seminar was conducted for the students as well as the general public.
- xii. On 1st November 2010 unit hosted a university level lecture series. Hon. Vice Chancellor Dr. Rajan Gurukkal inaugurated the programme. Noted writer Sri. Ambalappuzha Rama Varma was honoured during the programme. Various dignitaries were felicitated in the gathering. Volunteers participated in the blood donation camp organised by C.M.S College Kottayam on 2nd November 2010
- xiii. NSS made a massive cleaning campaign right across the Kottayam municipality on 18 February 2011. The programme was organized in association with the Kottayam Municipal Council and the Kottayam Central Lions Club. The programme concluded with an interactive session with the municipal authorities with on creative ways of tackling the waste menace.
- xiv. World Women's Day was observed by the NSS unit on 8th March 2011 at the college auditorium. The programme was inaugurated by Smt. Mini Antony, Collector of Kottayam. Several women personalities spoke on the occasion.
- xv. NSS Unit has observed 'Gandhi Jayanti' as a day for cleaning Kottayam town. The volunteers divided in ten groups and cleaned the Kottayam town.
- xvi. Unit organized an awareness campaign on waste management in association with the NGO. 'Plan it 4 earth' was a new venture of the

unit. The unit has started a paper and plastic collection programme in association with the NGO.

- xvii. Observed the *day for elderly* by conducting an oath taking ceremony on which students pledged that they will support this campaign.
- xviii. The unit organized a cyber awareness campaign in association with Kottayam District Police. The campaign was inaugurated by the District Police Chief Sri.C Rajagopal IPS. Experts from Filanza Securities led the classes.
- xix. The volunteers repainted the zebra lines at various parts in Kottayam on 17 Nov 2011. The programme was aimed at creating awareness about zebra lines. The programme got wide appreciation from the public.
- xx. In 2011, NSS volunteers put their hands together to release a manuscript magazine called *Manaveeyam*.
- xxi. Volunteers participated in intercollegiate competitions at St. Theresa's college, Ernakulam. Programme officers attended the orientation programme held at Rajagiri. Volunteer secretaries participated in the volunteers secretaries camp held at CMS college Kottayam. Kumari Rekha C R participated in the National integration camp held at Bangalore.
- xxii. NSS unit held a blood detection camp for two days at the college to determine the blood groups of all the students in the college.
- xxiii. NSS organized an awareness campaign on the eye donation on 1st March 2012 in association with the Social Work Department of the college and the Lions Club. More than 500 willingness paper to donate eyes were given to the Little Flower hospital authorities on the day. An awareness camp on organ donation was organized on the World Kidney Day by the Kidney Federation of India Chairman Fr. Davis Chiramel, who voluntarily donated kidney, led the awareness class.
- xxiv. Many NSS volunteers served as volunteers during the two day annual general body meeting of the Federation of the Blind. Volunteers staged cultural programmes during the National Integration Camp organized by the Nehru Yuva Kendra. The 'adivasi dance' and kolkali staged by the students invited appreciation from the public.

C. Extension activities of the departments:

1. The departments visit different destitute homes in and around Kottayam town like Shanthi Bhavan, Abhaya Bhavan, Juvenile Home and Navajeevan Trust .
2. Department of Chemistry has constructed a house for needy student as part of golden jubilee celebration with the fund raised from alumni, staff and students (2010).
3. Department of Economics visited Kudumbasree units in Kottayam district had took classes on importance of savings.

4. Department of Physics organized exhibition on 'Atrocities against Women' in association with All India Mahila Samskarika Sankhatana (2013).
5. Department of Zoology maintain a small vermicompost unit in the department.
They also take classes on healthy practices for youth group in Athirampuzha.
6. Dept. of Family and Community Science organized flower arrangement classes for house wives and entrepreneurs
7. Dept. of Mathematics runs a *Save and share picnic saving scheme* since 2001. It's aim is to conduct final year picnic without taxing the parents.
8. English department has set up a library in an orphanage at Children's village Pampady.
9. English department has given financial assistance to an old Kathakali artist Kudamaloore Sankarankutty Nair(2010-11)
10. Students of English department has given classes to the lower primary students of St. Ann's School.
11. Department of social work has organized a social sensitization camp at Kavaratti, Lakshadweep . Various activities like Socio-economic survey, Participatory Rural Appraisal, Awareness classes on different topics, Community Interaction Programmes, Shramdhan, Cultural programmes etc.were conducted
12. Department of social work has undertaken Project to tackle 'Iodine Deficiency Disorders among children' and carried out different types of programmes in Kottayam district. .
13. Department of social work has organized Session on 'Child Sexual Abuse' to the Kudumbasree members of Mutholi Panchayat.
14. Department of social work has observed Anti Narcotics day- 26 Jun 2008.
15. Department of social work observes International Day against Child Abuse- every year on November 19.
16. Department of social work Observed Anti torture day at Kanjiram, Grama Vikasana Hall, Kanjiram in Thiruvapur Panchayathu on 07 Jul 2009. Programme organized in association with World Vision, Kottayam ADP.
17. Department of social work organizes a programme in College auditorium for elders 'Saphalam Sayahnam' in association with Smile India, Pakalveedu to observe International Day of Elderly .
18. Department of social work has associated with 'Vazhikkannu 'Road safety programme by Malayala Manorama. (i) Taught street play to students of Cross Roads School, Pampady for programme related to Vazhikkannu ..
19. Department of social work has conducted PRA (Participatory Rural Appraisal) at Kosamattom colony to understand the problems faced by the colony people

20. Department of social work has implemented project 'Kuttikalkoru Karavalayam' in Vijayapuram Panchayat supported by UNICEF.
21. Department of social work has received National City Makers Caravan on 15.10.10 (National Caravan- a national level programme for the homeless- organized by IGSSS). Programme organized in association with Life Tree Foundation Kottayam .
22. Department of social work has organized a Monologue play by Ojas (Pune) (on 17.8.2011) in our college. The programme was for the support of 'Irom Sharmilla' .
23. Department of social work has associated with 'Childline' for organizing 'Child line Se Dosti' programme Mr. Rajagopal IPS, District Police Chief has flagged off the vehicle propaganda in Kottayam District from BCM College
24. Department of social work has associated with 'Childline' Kottayam and Labour Department, Kottayam District and organized two days awareness program against 'Child Labour'..
25. Department of social work had undertaken IDDR programme of **GoI- UNDP DRR (Govt. of India United Nations Development Project) Programme &** Kerala State Disaster Management Authority in Kottayam, Pathanamthitta and Idukki districts..
26. Department of social work Organized Samanwaya Sandya, theme based cultural infotainment programe which involved, students from different special schools in and around Kottayam .
27. Department of social work Associated with 'Catherina Kasper Social Service Society, Bangalore (Pala Office) in organizing photo exhibition of Jijo Mangara (on 10.1.2013) on the theme 'Touching the Untouched'.
28. Department of social work Organized social Sensitization camp for Sem – I (2012-14) at Thalumkandam, Mankulam (between Adimali & Munnar). Conducted Socio Economic survey, sports and games for the children, community living, special awareness sessions for students on different topics, cultural exchange programmes and awareness session for kudumbasree members.
29. Department of social work gave reception to 'Statewide Cycle Rally from Kasargod to Thiruvananthapuram organized by Kerala Police.
30. Organized 'Harvest Fest' in the college in order to sensitize the students on importance of agriculture.
31. Dept. of Family and community science runs an online counseling service (smart line). During the last five years 44 cases were given guidance, 119 cases were given counseling and 33 cases were referred for higher consultations.

The extension activities are complementary to the academic activities. In many cases students get an opportunity for integrating the theory into the

practice. It helps the students to practically understand the society and its problems. They also get opportunity for generating and effectively utilizing the resources. They also learn to use the class room knowledge for the benefit of the society. It also help them to work in a group and conduct the programmes. Evaluations are conducted after each programmes which involves other stake holders also. Such evaluations help to understand how well the activity went on and also to identify areas needs improvement. Community participation is encouraged in raising resources for the extension programmes. The programmes are organized with the support of the beneficiaries also. The college has association with World Vision India (Kottayam ADP), Smile India foundation, Life Tree foundation, Rajagiri Outreach, Kottayam Social Service Society, Mother foundation Kanakkary, Vijayapuram Panchayat, Labour department Govt. of Kerala, NRHM, ICMR, Kanthallor grama Panchayat, Swanthanam, Abhayabhavan, Navjeevan Trust, Christavasramam Manganam, Children's home Thiruvanchoor etc. for conducting extension programmes.

Awards for Extension Activities

- ❖ Principal **Dr.Sr.Karuna** received BEST PRINCIPAL award instituted by the Catholic Federation of India in memory of HIS HOLINESS POPE JOHN PAUL
- ❖ Dept. of Social Work received an award from Kottayam Social Service Society for its innovative social service programmes in 2011.
- ❖ **Ms. Sethuparvathy** MSW student 2012-14 Batch was given Good Samaritan Budding Social Worker Award by Kottayam Social Service Society for her initiatives in forming a group of students for providing support to cancer patients.
- ❖ The extension activities have resulted in identifying the Social Work department as a resource centre for the child related issues. The faculty members have been invited as resource persons for regional/ national level consultations on child related issues by organizations such as child line, KILA (Kerala Institute for Local Administration, UNICEF, NIMHANS, World Vision India etc. it has helped in selecting the college as the district nodal agency of child line, a 24 hrs service project of the central government .

Collaboration

Collaboration & Interaction with Research labs / Institutions and Industry for Research Experiences:-

The college has linkages with many research labs/ Institutions/ industry for sharing their Research experiences. Many institutions helped the college to conduct seminars and workshops by rendering their expertise to the college.

A. Linkages with Institutions / Labs/ Industry

Department	Institutions / Labs
Mathematics	✓ Kerala Mathematical Association ✓ School of Chemical Science , M.G. University ✓ ISRO ✓ Indian Statistical Institute ✓ CUSAT ✓ Mount Carmel College KTM ✓ St. Stephen's College Uzhavoor
Chemistry	✓ ISRO ✓ Krishi Vijyan Kendram (KVK) ✓ KSSS, Nagarjuna ✓ East Rotary Club ✓ Remote sensing Department & Kerala Agricultural university ✓ RRII ✓ Uklahoma State University & ✓ Basic research resourcing Strategy, New Jersey ✓ S.H. College Thevara ✓ IIST Thiruvanthapuram ✓ Amritha Vishwa Vidya Peedam Kollam, ✓ Dept. of Chemistry, Calicut University ✓ S.N. College Changanoor ✓ Krishi Vinjana Kendram Kumarakom. ✓ St. Thomas College Pala ✓ School of environmental science ,M.G.University ✓ IIST TVM, CUSAT,Bishop Moor college Mavelikara, Scott Christian College Nagarcoil, Centre for Nanoscience & Nanotechnology,M.G.University. ✓ S.T. Hindu College , Nagarcoil

Physics	✓ Science and Technology Museum ✓ Break through Science Society ✓ All India Mahila Samskarika Sankatana
Botany	✓ State Medicinal plant Board,Thrissur
Zoology	✓ School of Bioscience M.G .University ✓ CUSAT ✓ Dept. of Community medicine, medical college Kottayam ✓ KIMS Hospital TVM, ✓ Rubber Board KTM, ✓ Agricultural universities of Thrissur & Coimbatore. ✓ Veterinary College Mannuthy ✓ Rubber Research Institute Puthupally ✓ Agricultural Research institute Kumarakom. ✓ TIES (Tropical Institute of Ecological Studies Vadavathur)

Department of Social Work

Social work department has tie ups with many institutions to carry out their projects , internships and on the job training. The following are their tie ups :-

The department has associations with

1. Indian Council of Medical Research
2. Social Welfare department of Lakshadweep
3. UNICEF.
4. World Vision India, Kottayam ADP
5. Vijayapuram, Puthuppally, Thiruvarp, Kumarakom, Panachikkadu, Mutholi, Manarcadu, Pampady, Ayarkunnam, Manjoor, Vechoor, Ettumanoor and Aymanam Panchayats, Kottayam Municipality and Kudumbasree

Resource Sharing of the Staff & Students of this College to Other Institutions:-

The various departments of this college is sharing their resources by conducting different enriching programmes for others. Teachers also share their expertise as Resource persons and consultants in other Institutions .

A. Departmental Activities Outside the Campus

1. Department of Mathematics

- The dept. often gives guidance & advice to the students of Holy family High School Kottayam to conduct the Ganitha sastra mela.
- PG Entrance test coaching for the UG students was started in 2010-2011. Six students qualified the competitive exams as an outcome of the coaching class. Details are given below.

Name of Students	Exam Qualified	Year
Aswathy Krishnan	CAT by CUSAT	2010-11
Nimitha John	CAT	2010-11
Archana Anilkumar	CAT	2011-12
Albi Elizabeth Abraham	CAT and IIT JAM	2012-13
Anjali Shankar	IIT JAM	2012-13

- SET and NET coaching is being conducted for the PG students.
- A Mathematical exhibition – ‘Infinity’ was organized for HS & HSS students.

2. Department of Physics

- UGC sponsored two day workshop for Higher Secondary physics teachers on 26th & 27th June 2009.
- Physics exhibition for high school & Higher secondary School students every year.

3. Department of Chemistry

- Analysed the water quality of bottled water ‘Classic’ and found the presence of E- coli bacteria.

4. Department of Botany

- The Department has organized a ‘Spice Buffet’ and a ‘Spice Exhibit’ to showcase the spices and the agro diversity of Kerala for the International students from USA.

B. Teachers as Resource Persons:-

Many teachers of this college are experts in many fields. The details are as follows.

Department of English:-

Dr. Renju. D.

- Member of the Expert Committee in English, Mahatma Gandhi University
- Resource person for teachers Training programme conducted by the Directorate of Higher Secondary Board.

Prof. Nithya Mariam John –Resource person in gender and cultural programme, TMAM Research Centre Kottayam

Department of Mathematics

Dr. George Mathew :-

- **Resource person** in The national mathematical yearly celebrations held at S.H. HSS on 27th Sept. 2012.

Dr. Mercy Mani .P :-

- **External Expert for Doctoral Committee** (2012) in the Dept. of Applicable Mathematics , M.G. University.

Dr. Stephy Thomas :-

- **Visiting Faculty & consultant** in the Dept .of Mechanical Engineering, RIT Pampady.
- **Consultant & Guide** for statistical data analysis for Research students from
 - a) M.G. University, CUSAT, Kerala University, Bharathiar University, Anna University, New castle university , M.S. University Baroda.
- **Resource person** in
 - Data analysis using SPSS in the Dept. of Statistics ,CUSAT.
 - Planning commission, Govt. of India and UNDP sponsored programme on Strengthening state plans for Human development , at Dr. John Mathai Centre, Calicut University.
 - ICSSR Sponsored workshop on Mixed methods in social science research in Department of Economics CUSAT
 - Govt. of Kerala sponsored workshop on Data Analysis using Statistical Soft ware in the Dept. Statistics ,Maharaja's College EKM,).
 - Training for the Engineering college teachers in the LBS college of Engineering for women, TVM.
 - UGC sponsored International Workshop on Time series in the Dept of Statistics, CUSAT

- The Dept. of Science & technology , Govt. of India sponsored Workshop on Modern Statistical tools in Fisheries in the school of Industrial fisheries CUSAT
- A seminar on Statistical analysis using softwares in the Newman College, Thodupuzha.

Department of Physics:-

Dr. Marykutty Thomas :

- Member of the Expert Committee in Physics , M.G. University.

Department of Botany:-

Dr. Jossy Abraham:-

- Resource person on Diversity & Distribution of VAM in Kerala soil in the UGC sponsored Seminar on Miracle & Mystry of Thallophytes in the Dept. of Botany, Dava Matha College Kuravilagad
- Member of the expert Committee for the UG curriculum, M.G. University.

Dr. C.A. Sabina :-

- Member of the expert Committee for the UG curriculum, M.G. University.

Department of Zoology

Dr. Elizabeth Basil:-

- Visiting Faculty member of Kerala Sasthra Sankethika Parishath

Department of Family & Community Science (FACS):-

Mrs. Mary Ipe:-

- Member of the expert committee of FACS , M.G. University.

Dr. Sr. Betsy:-

- Subject expert in preparing the text book of Home science for the plus one & plus two students by SCERT, TVM.
- Prepared the modules for the Life Skill training programme at Madnaha Theological Institute Thellakom.
- A Resource person in child development especially in dealing the topics - Effective learning Methodology, Parenting , Smart Youth A Global Youth, Adolescent problems, Stress management, Environmental stimulation for young Children, personal Hygiene, Sex Education , Self Esteem etc.
- Expert Committee member of Family & Community Science , M.G. University.

- Counselling students with behavior problems & learning difficulties and their parents Through 'Smart Line' .
- Conducting Certificate course on Flower Arrangement for housewives & entrepreneurs. occasionally

Department of Food Science & Quality Control:-

Mrs. Anju Annett Cherian:-

- Resource person in food Industries
- Expert committee member , M.G. University

Mrs. Rittu Susan Babu

- Resource person in Orion Spices.
- Expert committee member , M.G. University

Department of History:-

Prof. Sheela Stephen :-

- Resource Person In women Empowerment.
- Iddikki District Panchayath Member
- Iddikki District Panchayath President (two times in 1995 & 2005)
- Vice – President of Iddikki District Panchayath 2012 onwards
- District Planning Committee Member
- Vice Chairperson of Thodupuzha Urban Bank

Dr. Ajis Ben Mathews :-

- Resource person in Ghandian Philosophy.
- Expert committee member , M.G. University

Department of Sociology:-

Prof. Sheela John:-

- Expert committee member , M.G. University

Dr. Reeja.P.S. :-

- External Resource person in the Institute of Distance Education , university of Kerala.
- Resource person in different NGO's
- Resource person on Suicide Preventive Strategies.

Department of Social Work:-

Dr. Ipe Varghese :-

- **Dist. Coordinant** of
→ the project 'Iodine Deficiency Disorders among children' sponsored by UNICEF,

- the District Level programmes of “Mazhavillu” statewide Anti stigma campaign on HIV / AIDS.
- **Resource person in**
 - the project ‘Kuttikalkoru Karavalayam’
 - National Consultation Meeting at NIPCCD (National Institute for Public Co-operation in Child development) Bangalore for preparation of syllabi for SCPS and DCPS
 - workshop on ‘child protection and media’ organized by Press Inst. of India and UNICEF
 - PHN/PHI organized by NRHM,
- in taking classes on various subjects concerning child Protection like
 - Youth- A positive force in Addressing AIDS related issues
 - Law, Legislation and Implementation against Child Sexual Abuse’.
 - The response of families towards the international Social Changes’
 - ‘Child Sexual Abuse and Child Protection Safety net in Kottayam’
 - Social awareness and social responsibility’
 - Awareness and orientation on child rights and related issues’
 - Let’s protect the rights of our children’
 - ‘Child Rights’
- **A special Invitee for**
 - technical consultation meeting on National Policy on Child. (Organized by UNICEF) at Trivandrum
 - National Consultation Meeting at NIPCCD
 - workshop on ‘child protection and media’ organized by Press Inst. of India and UNICEF

Has Many roles like

- Secretary of ICSW, Kottayam district Chapter, its state executive committee member and national general body member.
- the Director of Child line Kottayam District nodal office
- the secretary of BCM OJASS
- Member of state child line coordination committee
- Member in the Kottayam district committee of ARDSI society
- Member in the Kottayam District child protection committee
- Member of Advisory Board of Archana Women’s Society, Ettumanoor

- a member of MSW curriculum revision committee of MG university
- One among the two vice presidents of Association of the Schools of Social Work in Kerala.

Mr. Manoj P Kurian

- Mr. Manoj P Kurian was the coordinator for IDDR programme of **GoI-UNDP DRR (Govt. of India United Nations Development Project)** & Kerala State Disaster Management Authority in Kottayam, Pathanamthitta and Idukki districts implemented by the department
- Resource persons in project for awareness creation for PHN/PHI organized by NRHM, Child line and Dept. of Social Work.

C. Non –Teaching Staff as Resource Person:-

Smt. Celinamma K K, the non teaching staff of this college is an expert in ornament making and she enthusiastically exhibited the prepared items for the students of FACS and she willingly accepted the offer to teach the same.

D. Students as Resource Persons in & out of the Campus:

1. **Miss. Sreekutty.S, IDC Chemistry** took class on ‘Soup Manufacturing’ in a one day Seminar
2. **Degree students from the Dept. Economics** took classes for the students of other departments on banking services.
3. **Students of 2nd DC Computer Science** conducted classes on
 - a) Ornament Making
 - b) Glass Painting
 - c) Flower Making.
4. **Final Year Students of B.Sc Mathematics** teach Biostatistics to final year Zoology Students of B.C.M. College .
5. **The students of Family &Community Science** conducted
 - a) a class on Adolescent’s Nutrition at St. Mary’s HSS Kidangoor
 - b) An exhibition on ‘Ente Veedu’ at St. Jovanas UP School Uzhavoor
 - c) Many exhibitions within the campus on fresh ,dry & artificial Flower arrangement, Curtain styles, Wealth from Waste creative arts etc.

Eminent Scientists / Participants Contributed to The National & International Conferences Organized By the College During the Last Four Years:-

Many eminent scientists and scholars have extended their expertise for enlightening the young generation of the present scenario. Their presence as

well as their intellectual deliberations made the state ,national and international seminars organized by the college meaningful and enriching. The details are as follows.

Mathematics

Resource Persons	Nature/ Topic of the Seminar	Year
Dr. A Vijayakumar, HOD,CUSAT, Dr. Sethumadhavan, Amritha Engineering College, Coimbatore Dr.T. Thrivikraman, Former HOD, CUSAT	“Cryptography and its applications in computer science(National)	2008
Dr.A.S Padhmanabhan, School of Chemical Sciences, M.G. University	Mathematics of Chemical Bonding	2010
Dr. A. K. Anil kumar ISRO, Trivandrum	Mathematical principles of space research	2011
Dr. T. M. Jacob Dr. Angel Mathew	National Workshops on SPSS	2012
Dr. K. R. Muralidharan Dean Faculty of Science CUSAT	Probability and mathematical Statistics	2013

Physics

Resource Persons	Nature/ Topic of the Seminar	Year
▪ Zen P , Resorse Person, Higher Secondary Board	2day UGC sponsored National Seminar for HS teachers	2009
▪ Dr. Nirmala Joseph, Basalius College Kottayam. ▪ Dr. S.Sankararaman Nirmala College Moovattupuzha ▪ Pro Shaji Sebastian, HOD Physics Dept St Stephen's College Uzhavoor	2day UGC sponsored workshop for College teachers	2013

▪ Dr. Aju Joseph Project Fellow RIT Pamoady ▪ Mr Ryan Joseph, Project Fellow, RIT Pampady		

Chemistry

Resource Persons	Nature/ Topic of the Seminar	Year
Dr. Radhakrishnan, Sree Shankara College, Kalady	Analytical Chemistry and its applications	2008
Dr. Saifudhin , HOD,Dept. of Remote Sensing , Kerala Agricultural University.	Remote Sensing	2008
Dr. Benny George, Scientist, RRII.	Polymers & synthetic Rubber	2008
Dr. Sidney Alton Ewing, Porf. Of Veterinary parasitology, Uklahoma State University.	Career Prospects	2009
Dr. John Shiens Mathew, Director, Basic Research Sourcing Strategy, New Jersey.	Personality Development	2009
Dr. Rachel George Dr. Babu Philip Dr. Jose Kudakasseril Dr. Punnen Kurian	Energy Conservation Biochemistry Biotechnology Communicable Diseases	2009
Dr.M. George Dept. of Chemistry, S.H. college Thevara	Reaction Mechanism in Organic Chemistry	2009
Dr.K.P.Jayakumar,HOD,Nephrology Dept.Medical College KTM. Madam Remani Tharayil, Rtd . Principal, B.C.M.College,KTM.	Organ Donation Palliative Care	. 2009
Dr.Kuruvilla Joseph, Dept.Chemistry, IIST,, TVM.	Biocomposites and green materials	2010
Dr.R.Prakash Chandran,School of Biotechnology,Amritha Vishwa Vidyapeedam,Kollam.		2010
Dr. K. Mohanan, Dept of Chemistry, Calicut University	Synthetic perspectives In anion recognition and sensing.	2010
Dr.Annu Thomas ,Post Doctoral Research Fellow	Bio Cordination chemistry of some transition elements	2010

Dr.P.V.Gangadharan,Medical Oncologist,,Carithas Hospital,KTM.	Preventive Methods of Breast cancer-its early detection& Treatment	2010
Dr. M.S. Latha, S.N. college, Chengannur	Biomimetic Morphogenesis of Calcium oxalates Nucleic acid therapy and metal Nucleic acid interactions	2010
Dr.Kuruvilla Joseph, Dept of Chemistry, IIST,TVM.	Green materials: Status and Future.	2010
Dr. Kurian Thomas, Former Principal & HOD, Dept. of Chemistry, Bishop Moore College, MAvelikara.	Green Chemistry- An overview.	2012
M.Suresh Chandra Kumar, Dept. Of Chemistry, Scott Christian College, Nagarcoil.	Green Chemistry- Aspects in Nano technology.	2012
Dr. K.E. George ,Dept. of Polimer science and Rubber Technology, CUSAT.	Plastics & the Environment .	2012
Dr E.V. Ramaswamy, Director , School of Environmental Sciences, M.G. University	Green technologies .	2012
Dr. Rani Joseph Dept. of PS & RT, CUSAT.	Eco friendly Tyres for Green Environment.	2012
Cinetil Jose, MG University	Nanotechnology and its Applications in medicine.	2012
Jithin Joy ,MG University	Extraction of Ligninase Enzyme ny solid state fermentation process delignification studies on ISORA fibre.	2012
Eldho Abraham, MG University	XRD and Biodegradation analysis of Green Composites of Natural Rubber /	2012
Dr, Elizabeth KVK, KTM. .	Practical Training in making Jam & Sauce	2011
Dr. Sunny Kuriakose , St. Thomas College, Pala	Spectroscopy	2011

Dr.S. Murugan, Rtd. S.T.Hindu college Nagarcoil	Microscale Experiments in Chemistry	2013

Botany

Resource Persons	Nature/ Topic of the Seminar	Year
Dr. Anie T John C. M. S College Kottayam	Nature Conservation	2012
Dr Sheena Shukoor , Pro. VC M. G. University Dr. Shomitha Mukeherjee , Scientist Dr. Jose John , Asst. Professor, K. E. College Mannanam Dr. Jomy Augustine , HOD St Thomas College Pala Dr. J .G Ray , Director School of Environmental Science M G Uty Dr. Luka Sunny , Director, IIFAC Prof K P Joy , Retired Principal Basalius College Kottayam	Bio- diversity conservation and Eco restoration	2013

Zoology

Resource Persons	Nature/ Topic of the Seminar	Year
Dr, Jisha , reader, School Of Bioscience, M.G. University	Microbiology	2009
Dr. Sunny Luke , Medical Scientist, USA.	Genetics of Mental retardation	2009
Dr. Sunny Luke , Medical Scientist, USA. Dr. Binu Areekkal ,M.D. Medical College KTM, Dr, Jisha , Reader, School Of Bioscience, M.G. University. Dr. Boban Thomas ,Oncologist, KIMS	Recent Developments in Microbiology, Cancer Biology And Epidemiology	2011

Hospital, TVM. Dr. Susan Panikar, HOD, Dept. of Zoology, Baselius College, KTM.		

Social Work

Resource Persons	Nature/ Topic of the Seminar	Year
Dr. SekharSheshadri, NIMHANS Bangalore. &	Coming together for child protection an insight into child sexual abuse	2009
Fr.PhilipParakkal, Don BoscoTvm	Enabling a Protective Environment for Children	2010
Rev. Fr. Philip Parakkatt	Child Protection and Advocacy; a Retrospection	2012

6. Curriculum Development / Enrichment :-

a). The following teachers of this college are the members of the expert committee formulated for the UG Curriculum Restructuring by the M.G. University.

1. Dr. Marykutty Thomas	(Physics)
2. Prof. Mary Ipe	(Family & Community Science)
3. Dr. Sr. Betsy	(Family & Community Science)
4. Mrs. Anju Anett Cherian	(Food Science & Quality Control)
5. Mrs. Rittu Susan Babu	(Food Science & Quality Control)
6. Prof. Sheela John	(Sociology)
7. Dr. Ajis Ben Mathews	(History)
8. Dr. Jossy Abraham	(Botany)
9. Prof.Nima Jacob	(Economics)
10. Dr. Renju D	(English)

P G Curriculum

1. Dr. Ipe Varghese	(Social Work)

b). Dr.Sr. Betsy

1. Subject Expert in formulating the Plus One Curriculum by **SCERT Tvm.**
2. Subject Expert in UG Curriculum (Home Science) Kannur University

c) **Mrs. Mary Ipe & Dr.Sr. Betsy** formulated the curriculum for the **Sweet Kid's Kitchen** for the children of Aswas Vidhya Sadan Pampady.

d) **Dr. Ipe Varghese** is subject expert in formulating the plus one curriculum by SCERT, Trivandrum.

Internship / On the Job Training:-

1. **The Dept. of Food science & Quality Control** has tie ups with many food industries to carry out the on the Job training for the students. The following are their Academy –Industry tie –ups.

- Amul, Anand
- A.K. R. Foods Pvt Ltd, Coimbatore

❖ Aavin ❖ Abad Fisheries, Cochin ❖ Amalgam Foods And Beverages Pvt. Ltd, Chennai ❖ Amulya, Hyderabad ❖ Appu Nutritious Pvt Ltd, Bangalore
 ❖ Appy Fizz Frooty Beverages, Tamil Nadu ❖ Aromatic Industry, Bangalore
 ❖ Arrow Foods, Puthucherry ❖ Avt McCormick Ingredients Pvt Ltd., Thrissur
 ❖ Baby Marine International, Cochin And Calicut ❖ Barakat Quality Plus, Dubai, U.A.E. ❖ Blue Water Foods And Exports Pvt, Ltd, Bangalore
 ❖ Boston Tea India, Mangalore ❖ Britannia Foods Pvt Ltd, Chennai
 ❖ Britannia Food Industries Pvt Ltd, Bangalore ❖ Cadbury's, Mumbai, Gwalior ❖ Cadbury India Ltd, Bangalore ❖ Central Arecanut & Cocoa Marketing & Processing Co- Op Ltd, Karnataka ❖ Central Institute Of Fisheries Technology, Cochin ❖ Chamarajamagar District Co-Operative Milk Producers Societuy Union Ltd, Mysore ❖ Cherukattu Industries, Alleppey
 ❖ Cherukattu Industries, Alleppey ❖ Cochin Canning Industries, Cochin
 ❖ Cryptms Confectioneries Pvt Ltd, Thodupuzha ❖ Daily Bread Gourmet Pvt. Ltd, Chennai ❖ Dairy Training Centre, Erayilkadavu ❖ Defence Food Research Laboratory, Mysore ❖ Delta International (Canned Fruits And Vegetables), Mumbai ❖ Dhanesh Laboratory, Mysore ❖ Eastern Foods, Cochin ❖ Elite Foods, Aroor ❖ Elite Natural Pvt Ltd, Hosur ❖ Erode Co-Operative Milk Producers Union Ltd, Erode ❖ Excel Food S Pvt. Ltd, Hubli ❖ Fairy Food Products, Bangalore ❖ Farm Suzanne Pvt. Ltd, Chennai ❖ Foster Foods, Thrissur ❖ Frooty Beverages, Sriperubudur, Tamil Nadu ❖ Gandhigram Rural University, Dindigal ❖ Ganesh Consultancy And Analytical Services ❖ Ganesh Consultancy And Analytical Services, Mysore ❖ Gold Winners Refined Sunflower Oils, Tamil Nadu ❖ Goodwill Enterprises, Gujarat ❖ Gujarat Co-Operative Milk Marketing Federation Ltd, Gujarat ❖ H.M.T International Ltd, Bangalore ❖ Haldirams Foods International Ltd. Bangalore ❖ Hindustan Coco Cola Beverages, Bangalore ❖ Hindustan Lever Ltd, Bangalore ❖ Hindustan Unilever Ltd, Cochin ❖ Hutson Agro Products Ltd, Chennai ❖ Ifb Agro Industries Ltd, West Bengal ❖ Indo Nissan Foods Ltd, Bangalore ❖ Inno Vision Foods Pvt Ltd, Bangalore
 ❖ Integrated Fisheries Project, Cochin ❖ International Flavours And

Fragrances India Ltd, Chennai ❖ ITC Foods, Bangalore ❖ Jassim Al Wassan Sons Food Testing Laboratory, Doha ❖ Joy Ice Cream, Ettumanoor ❖ K.R. Bakes, Coimbatore ❖ Kannan Devan Hill Plantations. Munnar ❖ Kerala Agro Fruit Products, Quilon ❖ Kerala State Cashew Development Corporation, Quilon ❖ Kilban Foods (India) Pvt. Ltd, Calicut ❖ Kissan Jyothi, Trivandrum ❖ Koeil Food Processors, Mangalore ❖ Lotte India Corporation Ltd, Chennai ❖ M.R.S. Food Processors, Dubai, U.A.E ❖ Maa Fruits India Pvt Ltd. Tamil Nadu ❖ Madurai District Milk Producers Union Ltd, Madurai ❖ Malanadu Development Society, Kanjirapally, ❖ Manjilas Rice Mills, Trichur ❖ Manna Food Products, Pvt Ltd, Chennai ❖ Maothar Dairy, Delhi ❖ Mascot Frozen Foods Pvt Ltd, Aluva ❖ Meat Products Of India, Koothattukulam ❖ Melam Foods, Cochin ❖ Miilgram Milk Specialities, Ernakulam District ❖ Milma, Tripunithara ❖ Milma, Trivandrum ❖ Milma, Alleppey ❖ Milma, Kottayam ❖ Modern Food Industries, Cochin ❖ Moksha Foods Pvt. Ltd, Coimbatore ❖ Mother Dairy, Bangalore ❖ Mother Dairy, Bangalore ❖ MTR And ITC, Bangalore ❖ MTR Foods, Bangalore ❖ Mysore Dairy Complex, Mysore ❖ Nadukara Agro Processing Ltd ❖ Nadukkara Agro Processing Co Ltd, Muvatupuzha ❖ Nandini Milk Bangalore Dairy, Bangalore ❖ Nas Fisheries, Cochin ❖ National Dairy Development Board, Erode ❖ National Dairy Research Institute, Bangalore ❖ Neactar Food Products, Tamil Nadu ❖ Nestle India Ltd, Mysore ❖ Nestle India Ltd, Ponda, Goa ❖ Nilgiris Dairy Farm, Bangaore ❖ Nirapara ❖ Nutrine Confectionery Co Ltd, Andra Pradesh ❖ Nutrine Confectionery Pvt. Ltd, Chittoor ❖ Orion Commodities And Services, Chennai ❖ Orion Spices Kottayam ❖ Orkay Instant Foods Pvt Ltd, Bangalore ❖ Parle Food Industries, Mumbai ❖ Pepsico India Holding Pvt. Ltd, Mamundur ❖ Priya Foods, Hyderabad ❖ R.F. Exports, Aleppey ❖ Revathi Agro Crop Foods Pvt. Ltd, Chennai ❖ Saga Food Products Pvt Ltd, Chennai ❖ Senthur Foods, Coimbatore ❖ Shimpo Exports, Kolkatta ❖ Sree Krishna Dairy Pvt Ltd, Mangalore ❖ Sterling Foods, Mangalore ❖ Sunfeast Glucose Biscuits, Chennai ❖ Supreme Suguna Foods Co Ltd, Coimbatore ❖ Synthite Industrial Chemicals, Kolenchery ❖ Tamil Nadu Agricultural University, Coimbatore ❖ Tasty Foods, Hosur ❖ Tata, Tamil Nadu ❖ Tata Coffee, Thenni, Tamil Nadu ❖ Thomson Biscuits, Kottayam ❖ Tropical Fruits International Ltd., Bangalore ❖ Ushodaya Enterprises Ltd, Hyderabad ❖ Vadilal Enterprise Ltd, Ahmedabad ❖ Vallabdas Kanji Ltd, Aleppey ❖ Veeyel Fruits Products, Coimbatore ❖ Warna Food Products, Kolapure

1. The **Dept. of Social work** is providing on the job training in the following institutions

★ Ozanam Home for Aged, Thanjavur, Tamil Nadu ★ ADART, Palai ★ AIIMS, New Delhi ★ Amala Institute of Medical Sciences, Thrissur ★ Amrita Institute of Medical Sciences & Research Centre, Kochi ★ Archana Womens Centre, Kottayam ★ Arppukkara Panchayath ★ Asian Institute of Medical Sceinces, Haryana ★ ASK, Kottayam ★ Aswasabhavan, Kottayam ★ Athirampuzha Panchayath ★ Athmatha

Kendram, Kattanam Project ★ Aymanam Panchayath ★ BCM OJASS, KTM
 ★ Bethsada Hospital, Perumbavoor ★ Bishop's House, Khandwa ★ Bodhana,
 Thiruvalla ★ Bosco Mane, Bangalore ★ Butterflies, New Delhi ★ Cadabams,
 Bangalore ★ Caritas Hospital, Thellakom, Kottayam ★ CEVA, Ernakulam
 ★ Chaitanya Mental Health Care Centre, Pune ★ CHASS, CHRY. ★ Children's
 Village, Pampady ★ Childrens Home, Thiruvanchoor ★ Community Medicine Dept.,
 Kolenchery, (M.O.S.C. Medical College) ★ DB Tech, Alappuzha ★ District Mental
 Health Programme, Trivandrum ★ Doctor Peter's Home For Schizophrenia,
 Chennai ★ Don Bosco, Bangalore ★ Ernakulam Social Service Society, Kochi
 ★ Ettumanoor Panchayath ★ Father Muller, Bangalore ★ Gandhismaraka Seva
 Kendram (GSGSK), Alappuzha ★ Green Peace, Hyd. ★ IBHAS, Delhi ★ IMHANS,
 Kozhikode ★ Jawahar Memorial, Thalayolaparambu ★ Jawahar Suraksha Project
 ★ Jeeva Counseling, Psychotherapy and Research Centre, Kottayam ★ KAIROSE,
 Kannur ★ Kanakari Panchayath ★ KCM Hospital, Nooranad ★ Kerala State AIDS
 Control Society (KSACS), KTM ★ KSSS, KTM ★ Kudumbasree, Trivandrum
 ★ Kumarakom Panchayath ★ Kusumagiri Mental Health Centre, Kakkanad
 ★ Lakshadweep State Social Welfare Board, Kavarathi ★ Lasia Kairali, Kottayam
 ★ Lisie Hospital, EKM ★ Louis Mount Hospital, Wayanad ★ M.G.M. Abhaya
 Bhavan, (Pampady Dayara), Pampady ★ Madras Medical Mission, Chennai
 ★ Mahatma Gandhi Trust, Mysore ★ Malankara Social Service Society, TVM
 ★ Malayala Manorama, KTM ★ Manarcad Panchayath ★ Mandiram Oldage Home,
 Manganam ★ Manjoor Panchayath ★ Mar Aprem Hospital, Chirakkadavu ★ MCDS,
 Chennai ★ MGDM Hospital, Kangazha ★ MIMS, Calicut ★ Montfort Community
 Development Society, Chennai ★ Ms. Mangalam Balasubramanian, Exnora Green
 Pammal, Chennai ★ Mutholi Panchayath ★ Nakkada Mission Hospital, TVLA
 ★ NalandaWay Foundation, Chennai ★ Narayana Hrudayala, BGLR ★ National
 School of Integrated Learning, Tripunithura ★ Neyyatinkara Integral Development
 Society, Trivandrum ★ NIMHANS, Bangalore ★ Nityanand Rehabilitation &
 Residential Mental Health Centre, Pune ★ Oasis Project, Kottayam ★ Organization
 for the Development of People, Mysore ★ Palai Social Service Society, Pala
 ★ Pampady Panchayath ★ Panachikkad Panchayath ★ Peerumedu Development
 Society, Peerumedu ★ Pongampally ★ Poorvanchal Grameen Seva Samidhi, UP
 ★ Pushpagiri Medical College, Thiruvalla. ★ Puthupally Panchayath ★ Quilon Social
 Service society, Kollam ★ Raja Memorial Institute, Guruvayoor ★ Rajagiri Outreach,
 Kalamassery ★ Rajah Rehabilitation Centre (Mental Health Centre), Thrissur
 ★ Richmond Fellowship Society, BGLR ★ RSBY, Idukki (Medsave, EKM) ★ Rural
 Development Organization, Ootty ★ S.B. College, Changanacherry ★ S.H. Hospital,
 Thodupuzha ★ S.H. Medical Centre, KTM ★ SAATHI, Bangalore ★ Sampurna, Hyd.
 ★ Sandhya Development Society, Pala ★ Sanjivani Rehabilitation Centre,
 Karukachal ★ SCARE, Chennai ★ Sevagram, Vettimukal ★ Sharp, Kakkanad
 ★ Shreyas, Waynad ★ Smile Foundation, Hyd. ★ Smile India - Pakalveedu,
 Kottayam ★ Sneha Bhavan, Kottayam ★ Sneha Care home, Bangalore ★ Snehitha
 (KSACS), Kottayam ★ Specialist Hospital, EKM ★ Sree Chithira Thirunal Institute
 for Medical Sciences, TVM ★ Sreyas, Sultan Bathery ★ St. John of God Centre,
 Velloor, Kottayam ★ St. John's, Bangalore ★ St. Joseph Mission Hospital, Anchal
 ★ St. Marthas Hospital, Bangalore ★ Swanthanam, Kottayam ★ Thalassery Social
 Service Society, Thalassery ★ The National Council of Applied Economic Research
 (NCAER) ★ Thiruvarppu Panchayath ★ TRADA, Manganam ★ Trivandrum Social

Service Society(TSSS), TVM★ Vechoor Panchayath ★Vettom Rehabilitation Centre, Malappuram ★VICIB, Palai ★Vijayapuram Grama Panchayat, Manarkadu ★Vikas Vanitha Vedi (B), KLM★ Volontariat, Pondicherry★ VRC, Vettom, Malappuram★ VSSS, KTM★ Welfare Services, EKM★ World Vision, Kottayam ADP★ YENOPOYA Medical College, Mangalapuram

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

Infrastructure facilities form the back bone of an academic institution. They play a pivotal role in the proper functioning and the progress of an institution. Infrastructural facilities should satisfy the emerging needs and aspirations of the community of students and faculty. They need to be augmented and updated according to the fast growing technology and the needs of the curriculum. The infrastructural adequacy of the College for Women makes it a prime destination for the students seeking UG, PG courses in Kerala. The Management has always been keen in expanding its infrastructure to cope with the technological innovations happening in the teaching-learning process and successfully provides enough facilities.

Physical Facilities

Policy of the Institution for Infrastructural Enhancement

The college believes that adequate infrastructure is inevitable for the smooth functioning of the curricular, co-curricular and extra- curricular activities. Prior to the preparing of the budget every year, department meetings are held at each department and the heads of the departments present the details of the infrastructure required by their department before the IQAC. The IQAC will have a detailed study on these proposals and presents its observations in the College Council. The College council after detailed discussions forwards the proposals to the Governing body, and the final decision is made and implemented according to their priority keeping in mind an optimum utilization of the existing resources. Separate committees are constituted to look after every major purchase/construction for the effective utilization of money. The recently built extension block to the college building, to accommodate the new courses commenced in the present academic year, is a citing example for the effort of the management in enhancing the infrastructure facilities.

Facilities Available for Curricular and Co-curricular Activities

Most of the departments, offering the UG or PG courses have convertible lecture halls which could accommodate all the students of the department. The college has an auditorium with the capacity of 2500 students at a time. A seminar hall, Sr. Savio Memorial Hall, which could accommodate 225 people, is equipped with an LCD TV, Blue-Ray player and a smart board. Two new Chemistry laboratories were set up and the botanical garden was renovated recently. In addition to the Chemistry labs, the college has Physics, Botany, Zoology, Microbiology, Food Chemistry, Nutritional, and Textile labs. A Computer lab with 40 computers, connected to the internet, and a well managed language lab function effectively in the college. Physics department

maintains a separate mini computer lab. Each department has access to the internet via separate connections and it ensures internet facility in the college even if there is any difficulty with the BSNL connectivity. The College has 82 computers, 11 laptops, 10 LCD projectors, 8 Over Head Projectors and 22 printers of which three are heavy duty printers.

The college has its own digital camera and a handy cam to record and document the events of the college. Recently, the college installed an Online Attendance system, a major milestone in the healthy parent – teacher relationship in the college. The parents can track the progress of the student, her attendance status including the dates of absence by logging on to the college website using a User ID and password. The decentralization of the attendance system and the provision for entering the attendance sitting anywhere are the attractions of the software.

The Herbarium, Botanical garden, Home Science lab, and the Language lab add glitter to the college in addition to the other science labs.

SI.No.	Description of the Facility	Number
1	Classrooms	55
2	Technology Enabled Learning Spaces	01
3	Sr. Savio Seminar Hall	01
4	Mini Seminar Halls	05
5	Laboratories	16
6	Language Lab	01
7	Computer Laboratory	02
8	Botanical Garden	01
9	Aesthetic Clinic	01

Recently the college has introduced the Student Forum in the college website, which effectively serves as an alternative to the Facebook or any other social network sites. Students can post their creative writings and photos in the college website. The auditorium has an active public address system which costs above Rs.5 lakhs. The main advantage of having an active public address system is that the speakers can be switched on or off according to the strength of the audience for a particular function, thereby reducing the problem of echo even in the case of small audience. Hence the auditorium in effect could accommodate functions ranging from 50 to 2500 people. The college recently enhanced its sports infrastructure facilities with Rs. 5 lakhs extended by the UGC in addition to the existing Basket ball court, multi-purpose Kho-Kho court, Badminton court and Volley ball court. The Physical Education department has two table tennis tables, three cycles of international quality and wrestling dummies. The college has one fitness center with a

power-lifting set. The department of Physical Education possesses 100 yoga mats and has been organizing a certificate course in Yoga. The department uses the college auditorium as an indoor stadium for sports like wrestling, Judo, Yoga, Taekwondo, badminton and table tennis.

The college has a counseling centre with the service of two professional counselors to motivate and upkeep the morale of the students. The college chapel is a calm serene place where students and faculty can sit and meditate.

Both the NCC and the NSS units have furnished office rooms. NSS unit has procured sufficient utensils for the smooth organization of the seven day camps. Sr. Savio Memorial Hall has a well proven sound system. In addition to this, college has five mini sound systems which can be used for the practice of cultural activities and for functions having 100-200 audiences.

College has twenty two rest rooms at various locations in the campus of which some are disabled friendly. The college has installed seven water purifiers with coolers at various locations to assure drinking water to the students all the time. College has one scientifically built incinerators for the proper disposal of waste.

College has a language lab software of international standard which facilitate the students to prepare for interview, group discussion in addition to the usual practices to improve the pronunciation

Examples of the Facilities Developed/Augmented and the Amount Spent During the Last Four Years

The college makes sure that the available infrastructure is optimally utilized by the community of students and faculties and it supplements the academic growth and excellence of the community. For example, the college has set up an audio visual seminar hall which is allocated to the various departments according to their need. The college has spent about four lakhs for renovating and upgrading the seminar hall with the cutting edge multi-media gadgets and all the departments are eager to exploit the facilities in the hall to its maximum potential. Again, the college is putting its efforts to strengthen the central library rather than the departmental libraries as the institution believes that books in the central library are more accessible to the whole student community rather than the departmental libraries. The institution focuses on upgrading a centralized computer lab with all the facilities rather than the compartmentalized computer labs in each department. The college has an MOU with the district sports council to make available the wrestling dummies purchased by the college to all the students of the district sports hostel and the gesture shows also the institution's commitment to the social responsibilities. The following are some examples to show the renovation done by the college in the last five years.

Sl. No	Particulars	Amount Spent
1.	Language Lab software	95,000.00
2.	Construction of new Women's Hostel	93,44,389.00
3.	Chairs at Sr. Savio Hall	2,25,000.00
4.	Smart Board at Sr. Savio Hall	95,483.00
5.	LCD TV at Sr. Savio Hall	61,250.00
6.	Automation of the Library	5,43,458.00
7.	Public Address System at Auditorium	5,89,000.00
8.	Upgradation of intercom facility	1,13,689.00
9.	Renovation of Departments	4,25,653.00
10.	Incinerators	1,50,000.00
11.	LED TV at guest room	24,450.00
12.	Renovation of self-financing office	2,75,128.00
13.	Self-financing block	36,58,723.00

Infrastructure Facilities to Meet the Requirements of Students with Physical Disabilities

The college has adequate disabled friendly rest rooms and the college library has a specially designed space for the disabled students. We have reserved parking slots for the vehicles of the disabled. The classes and the departments of the disabled faculty member are arranged at the ground floor. Ramps are constructed to the stage in the auditorium and on the way to the hostel so that students/teachers with physical disabilities can have better mobility. The college has submitted a proposal to the U.G.C. for introducing the lift facilities and connecting the whole college with the ramps.

Residential Facility within the Campus

- Hostel Facility or Accommodation is available within the campus as the existing college hostel can accommodate about 450 students. While providing accommodation in the hostel, preference is given to the SC/ST/OEC students. The new hostel building is nearing completion with funding from the UGC with a tender cost of over 1.5 crores. Food is served to all the students at the hostel. Sisters from the congregation of

the Kottayam Arch-diocese are in charge of the hostel administration.

• **Recreational facilities, gymnasium, Yoga centre etc. in the Hostel**

There is a common room with audio-visual equipments available for the students to gather together and conduct programmes. An LCD TV is installed at the hostel with cable connectivity. Hostel inmates are free to join the Yoga classes conducted by the Department of Physical Education. And the fitness centre and other sports facilities in the college are open to all the Hostel inmates.

• **Facilities for Medical Emergencies**

Two professionally qualified Sister Nurses and first aid facility are available within the campus. The District Hospital, Kottayam is situated very close to the college campus and expert medical care is available to the inmates at all the times. Besides, there are 3 major multi-specialty hospitals within a kilometer from the hostel.

• **Library facility in the hostels:**

Books for general reading are available at the hostel. Since the hostel is within the campus, students can use the library on Saturdays also.

• **Residential Facility for the Staff and occupancy, and Constant Supply of Safe Drinking Water**

Single room residential facility is available for the single lady staffs at the college hostel. Twelve rooms of the newly built college hostel are dedicated for this purpose.

A water tank with a capacity of 10,000 liters is installed at the hostel to make sure that there is constant supply of water. Water purifiers are installed in the hostel to ensure safe drinking water to the inmates.

• **Security:**

The hostel is situated in the college campus itself and the service of the security personnel deployed by the institution is available fulltime for the hostel inmates. The college campus and hostel are well separated with well built compound walls and a CCTV is installed. Besides, the college is located at the heart of the town, and if necessary the service of the district police as well as the fire force and Ambulance is available in no time. The college has the service of doctors and nurses due to its proximity to the District Hospital

• **Chapel and Counselling Centre**

There is a chapel with services available within the campus. Holy Mass is conducted on all first Friday of the month. Regular counseling facility is available throughout the working hours. It has been made mandatory for every student to meet the counselor.

• Health Centre Facility

A health centre with first aid facilities is well maintained in the college to meet the minor health issues and in case of emergencies, students and the staffs depend upon the district hospital which is very close to the college campus. Health camps are conducted every year in association with various agencies and a well equipped fitness centre ensures a healthy lifestyle.

Common Facilities Available in the Campus

SI. No.	Facility	Details
1	IQAC	Well furnished office
2	Grievance Redressal Unit	Well furnished office
3	Women's Cell	Well furnished office
4	Counseling and Career Guidance	Separate room with adequate facilities
5	Placement Unit	Well furnished office
6	Health Centre	A room with sufficient medical facilities
7	Canteen	Staff and student monitored hygienic canteen
8	Recreational Space for Staff and Students	Available
9	Safe Drinking Water Facility	Adequate facility with 6 Purifiers and 7 coolers
10	Auditorium	2500 seating capacity with active sound system
11	Co-operative Society	All study materials
12.	Coffee Bar	Snacks and beverages available

Library as a Learning Resource

The college library has an advisory committee consisting of the Principal, Librarian, and the representatives of teachers and students. The committee prepares the strategies for the planning and implementation of the library activities. The committee advises and helps the librarian on matters like the allocation of funds and grants, procuring and weeding out of books, subscribing journals and magazines, rearrangement of spaces etc. Library automation and spatial expansion are some of the recent initiatives by the Library Advisory Committee to render the library student/user friendly.

☐	Total area of the library (in Sq. Mts.)	-	594.77
☐	Total seating capacity	-	125
☐	Working hours		
	Working Days	–	9am to 5.30pm
	Saturdays	–	10am to 3.30pm

□ Layout of the library

Broadly divided into four areas, the college library consists of sections for General, Reference work, Teachers and Physically Handicapped students. Journals and periodicals are arranged in a convenient position for the users of all types. A circulation desk to do the transactions and a technical section to do the clerical/administrative work function well in the library. A neatly kept archive room to store the back volumes and a property counter to keep the belongings are part of the library. There is a well equipped section with six computers and a printer to browse, download and print materials.

On the basis of the last NAAC peer review recommendations, a nearby room was added to the library to make it more spacious for reading. Automation of the library helps the users to locate new books. Since the recommendations are well implemented, the college library is now well lit, ventilated and user friendly.

Procurement of the New Materials

Library holdings	2009-10		2010-11		2011-12		2012-13	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	483	80216	101	71728	247	119899	238	80707
Reference Books	104	53476	14	47818	52	79932	42	53804
Journals/ Periodicals	69	38169	69	39489	69	39586	69	40416

ICT and Other Tools Deployed

No.	Facility/Tools	Details
1	OPAC	KOHA is enabled and the users can search author wise, title wise, subject wise and accession number wise.
2	In house/remote access to e-publications	Yes
3	Library automation	Fully automated
4	Total number of computers for public access	8
5	Total number of printers for public access	1`
6	Internet band width/speed	4mbps
7	Institutional Repository	Yes

Details of the Following Functions

SI. No.	Item	Details	
1	Average number of walk-ins	400	
2	Average number of books issued/returned	100	
3	Ratio of library books to students enrolled	25:1	
4	Average number of books added during last three years	2012	280
		2011	299
		2010	115
5	Average number of login to OPAC/KOHA	25/day	
6	Number of information literacy trainings organized	3	
7	Details of “weeding out “ of books and other materials	A list of books to be weeded out is prepared every year and submitted to the Library Advisory Committee for approval. An average of 50 books is weeded out every year in accordance with the recommendations of the Committee.	

Specialized Services Provided by the Library

No	Specialized Services	Details
1	Reference	Available
2	Reprography	Available
3	Information Deployment and Notification	New arrivals are displayed for a period of one week
4	Download	Available
5	Printing	Available
6	User orientation and awareness	Conducted every year

Support Provided by the Library Staff to the Students and Differently Abled Users

Library staff helps users to identify and locate books and journals. The books are systematically and regularly rearranged to keep the library user friendly. They help the students and teachers with the downloading and printing of the materials. The back issues of the journals, magazines and newspapers are kept in the archive room and they are well maintained and whenever necessary library staffs help the users to easily recover it. Every year, to enhance the library usage, “the best library user award” is given to a student of the college.

There is a separate section for visually/physically challenged students in the library. The library staff takes special care in identifying, locating and loaning the books and journals and provides extra time and attention for downloading and printing to visually and physically challenged students.

Library Feedback System

The college library has always been keen on improving its capacities and facilities. The library collects feedbacks from its users and there is a box installed in the library to receive suggestions and grievances. Besides, users can suggest ideas personally too. Relevant suggestions and grievances are discussed in the Library Council and appropriate steps are taken. Installing CCTV in the library is an example.

IT Infrastructure

Computing Facility Available at the Institution.

No	Facility	Details
1	Number of computers and laptops	93
2	Computer-student ratio	1:24
3	Stand alone facility	18
4	LAN facility	No. The whole campus has access to the internet via 18 different connections. The idea behind introducing different connections rather than a single connection is to avoid the problems of internet unavailability due to the cable faults. 18 connections ensure uninterrupted internet availability in the campus and works well than a single connection

5	Wi-fi	Most of the Modems used for the 18 connections in the campus are Wifi modems and Wifi connectivity is available at almost every part of the college
6	Licensed Softwares	Windows Vista, Windows 7, Windows NT, MS Office
7	Number of nodes/ computers with Internet facility	63 computers
8	Printers	22, of which three are high end printers.

Computer and Internet Facility made Available to the Faculty and Students

Each department is provided with a fully fledged computer system and internet facility and the separate connections make sure that internet is available at every department, even on holidays without depending on a centralized network. Students can access internet from the computer lab from 9am to 5.30 pm on all days except Sundays. Departments allow students to browse internet for subject related information. The Wi-fi connectivity in the departments enables the teachers to access information on their personal laptops or tabs and thus special emphasis is given on utilizing the potentials of Information and Communication Technology to its maximum.

Institutional Plans and Strategies for Deploying and Upgrading the IT Infrastructure

The college has availed the service of a full time system administrator for the effective management and optimum utilization of the IT facilities. Institution deploys the IT facilities keeping in view that access to these facilities is available at hands reach. The facilities are augmented and upgraded with the increase in the strength of students and the changes in the syllabi. Swift changes in the ICT field are taken note of regularly in the beginning of the academic year by the management, the principal and the IQAC and suitable funds are allocated for the purchase of infrastructure to cater to the demands of the curriculum.

Annual Budget for the Purchase of ICT Facilities

Year	Procurement Amount	Upgradation Amount	Deployment Amount	Maintenance Amount	Total Amount
2008-2009	112,540.00	10,592.00	7,944.00	1,324.00	132,400.00
2009-2010	423,930.00	39,899.00	29,924.00	4,989.00	498,742.00
2010-2011	853,462.00	80,325.00	60,244.00	10,043.00	1,004,074.00
2011-2012	1,254,469.00	118,067.00	88,550.00	14,760.00	1,475,846.00
2012-2013	113,560.00	10,688.00	8,016.00	1,336.00	133,600.00

Effective Use of ICT Resources Including Development and Use of Computer-Aided Teaching/ learning Materials by its Staff and Students

The institution provides a platform for the best use of the ICT resources by the students and the staff. Each department is provided with separate internet connection so that the staffs or the students can avail internet during college working time. Most of the departments are provided with laptops and projectors and the college office makes extra projectors available on request. Staffs at the computer centre provide all the support for installing projectors when and where necessary. The audio visual seminar hall is available to all the departments on request. Departments encourage students to present their projects using ICT tools.

ICT Enabled Student Centric Learning

Department of Physical education extensively uses online resources to train the students. The department utilizes the video clippings of the famous athletic events and other training materials available in the internet to train the students. Students' practice sessions are recorded and later shown to them to make them understand and learn from their mistakes and improve themselves.

Departments often use the possibilities of multi-media like cinema, short films, documentaries, and online lectures for the better elucidation of the subjects. Different types of exhibitions and multi-media presentations organized by the departments introduce the students to myriad possibilities and potentials.

College has availed 18 connections under NMEICT scheme of the National Knowledge Network.

Maintenance of Campus Facilities

The college understands the importance of the maintenance and the upkeep of the infrastructural facilities and the learning resources. Financial resources are allocated and distributed each year according to the intensity of the requirement of maintenance and the management makes sure that no demands

of maintenance go unattended.

Amount Spent

	2008-09	2009-10	2010-11	2011-12	2012-13
Furniture	76,986.00	109,858.00	65,867.00	61,500.00	97,300.00
IT Equipments	32,400.00	398,742.00	904,074.00	1,375,846.00	33,600.00
Lab Equipments	118,007.00	502,058.00	578,316.00	1,891,180.00	227,575.00
Library	63,655.00	133,692.00	119,546.00	199,831.00	134,511.00
Sports Equipments	95,478.00	39,950.00	36,669.00	291,360.00	383,840.00
Construction	109,367.00	284,220.00	1,030,279.00	1,106,846.00	7,257,413.00

Institutional Mechanisms for Maintenance and Upkeep of the Infrastructure

The college maintains a complaint register at the office and the complaints or suggestions regarding maintenance work are noted down. Buildings are well maintained and renovated periodically. The electrical and the plumbing maintenance works are carried out immediately by the college mechanic and the system administrator takes care of the repair works of the IT related infrastructure. If further expertise is required, the college doesn't hesitate to seek the service of the professionals from outside.

The calibration and precision measures of the equipments are done once a year but if and when any errors occur, they are immediately attended to. We have a team of very sincere and efficient technical staff who ensures the smooth functioning of the instruments and equipments in the different labs.

The college has installed a separate transformer for the campus. High-end machinery and equipments are provided with separate stabilizers. We have the UPS capacity to support all the electrical/electronic devices in the library, office and the computer lab. The whole facility is connected to a 25KV generator which ensures uninterrupted power supply in the campus.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

STUDENT SUPPORT AND MENTORING

Prospectus and Handbook

The college publishes its updated **prospectus and handbook** annually which includes information which helps the students and the public to know about the general details regarding the college and its administration. The handbook caters to the need of clarifying the doubts of the students, teachers and parents and helps them to access the necessary information pertaining to academic, administrative and co-curricular matters.

The information provided by the handbook includes:

- ❖ A Brief History of the College
- ❖ The College Emblem, Vision and Mission of the college
- ❖ Goals and Objectives of the Institution
- ❖ Details about the NAAC Re-Accreditation in 2008
- ❖ Important milestones from 1955 to 2013
- ❖ The management of the institution, governing body members, the College Council and former Pro-Managers/Managers and Principals
- ❖ Details of faculty members and administrative staff
- ❖ Office Bearers of the academic year
- ❖ College Union and Affiliated Associations
- ❖ Class tutors of the academic year
- ❖ Programmes of Study
- ❖ Titles of the Papers and Course codes
- ❖ Dates given by the university
- ❖ Add on Courses
- ❖ Admission Procedure, Rules for Collection and Refund of Fees, Issue of Certificates, Fee Concession
- ❖ General Rules and Regulations
- ❖ Attendance Certificate, Rules regarding Attendance and Leave of Absence, Leave Application Form
- ❖ Tutorial System and Value Education
- ❖ Internal Examination
- ❖ Details regarding CBCSS System
- ❖ Academic Schedule of the current academic year
- ❖ College Magazine
- ❖ Catholic Students' Movement (C.S.M), National Service Scheme (N.S.S), P.T.A, BCM BEAMS (Alumni Association)

- ❖ I.Q.A.C
- ❖ Hostel facilities, Library/Reading Room, Co-operative Society, Canteen
- ❖ Additional Facilities like Language Laboratory, Computer Browsing Centre, Fitness Centre, Tailoring Centre, Health centre, Auditorium, Sr Savio Memorial Audio-Visual Hall
- ❖ Student Support System: Smartline, Student Welfare Programme, Grievance Redressal Cell
- ❖ BCM OJASS (Outreach Joint Action to Strengthen Society) with the objective of undertaking welfare programmes of the college and extension activities.
- ❖ Sports and Games
- ❖ Clubs and Associations
- ❖ Scholarships and Endowments
- ❖ Important Days, Telephone Numbers and Websites
- ❖ Contact details of former Principals, teaching and administrative staff
- ❖ Academic Calendar of the current academic year, Timetable Chart

The vision and mission of the college which are highlighted in the handbook, shows the orientation and commitment of the institution towards the students and society. The support and mentoring given to the student community and their achievements every year, prove that the college ensures its commitment and accountability.

Scholarships

OJASS (a registered society which supports the student development programmes), Students Aid Fund, contribution by retired Professors of the college help to meet the financial expenses incurred by needy students for their education. The teachers of our college identify students who need financial assistance and help them by providing the necessary study materials and fees. The various scholarships are disbursed on time.

BCM Financial Aid and Free ships

Type	2008-09	2009-10	2010-11	2011-12	2012-13
Students Aid Fund	6088	6365	5884	6540	6735
Fund given by Thomas Chandy	10000	10000	10000	10000	10000
Fund given by Rtd.Prof. Rebecca George	35000	25000	20000	24000	36000
OJASS	---	32000	35550	65850	70296
Total	51088	73365	71434	106390	123031

Financial Assistance from State/Central Government and other National Agencies

Our students avail different scholarships which are provided under State/ Central Government schemes. Special grants and stipends are beneficial to students who belong to economically and socially backward communities.

❖ POST MATRIC MINORITY SCHOLARSHIP

Post Matric Minority scholarship is given to meritorious students who belong to economically weaker sections of minority community so as to provide them with better opportunities for higher education. The amount is Rs.6000/-

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	2	12000
2010-11	6	36000
2011-12	13	78000
2012-13	13	78000

❖ SUVARNA JUBILEE MERIT SCHOLARSHIP

Suvarna Jubilee Scholarship is given by Kerala government for meritorious students from BPL family. The scholarship amount is Rs. 10,000/- per year.

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	10	100000
2009-10	7	70000
2010-11	7	70000
2011-12	11	110000
2012-13	10	100000

❖ MUSLIM GIRLS' SCHOLARSHIP

Muslim girls' Scholarship is given by the Government of Kerala to students belonging to Muslim community

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	1	3000
2009-10	1	3000
2010-11	6	18000
2011-12	2	6000
2012-2013	3	9000

❖ **BLIND/PH SCHOLARSHIP**

Blind/PH scholarship is given to Blind/Physically Handicapped/Deaf students studying in Govt./Aided Arts and Science colleges, Music college etc. It includes fee charges for blind students with family annual income below Rs.2.5 lakhs, hostel charges for all PH students in the hostel, whose family annual income is below Rs.4.5 lakhs.

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	1	4000
2009-10	1	4000
2010-11	1	4000
2011-12	4	16000
2012-13	1	4000

❖ **CENTRAL SECTOR SCHOLARSHIP**

Central Sector Scholarship is given by state government to students whose parental income does not exceed Rs.6 lakhs per annum. Maximum amount allotted is Rs.10000 per year.

Year	No. of Beneficiaries	Amount (Rupees)
2010-2011	2	20000
2011-2012	1	10000
2012-2013	1	10000

❖ **HIGHER EDUCATION SCHOLARSHIP**

Higher Education Scholarship is given by the Kerala government for students studying in Govt./Aided Arts and Science colleges, Music college etc.

Year	No. of Beneficiaries	Amount (Rupees)
2010-11	3	54000
2011-12	14	252000
2012-13	12	216000

❖ UNIVERSITY MERIT SCHOLARSHIP

University Merit Scholarship is given by Directorate of Collegiate Education, Kerala to meritorious students of outstanding performance in the education sector as well as to the students of socially and economically backward categories.

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	2	5400
2009-10	3	8100

❖ DISTRICT MERIT SCHOLARSHIP

District Merit scholarship is given by government of Kerala to meritorious students in each district. The amount is Rs.1250/- per annum.

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	1	1250

❖ INSPIRE SCHOLARSHIP BY D.S.T

INSPIRE scholarship is given by Department of Science and Technology .The allotted amount is Rs 80,000/- per year.

Year	No. of Beneficiaries	Amount (Rupees)
2012-13	4	3,20,000

❖ GRANT FROM FISHERIES DEPARTMENT

Kerala government gives grants to students from fishermen family.

Year	No. of Beneficiaries	Amount (Rupees)
2008-09	4	20000
2009-10	2	10000
2010-11	2	10000
2011-12	3	15000

Specific Support Services or Facilities

Students who are poor and cannot find means to pay fee are identified by the departments and support services are provided through the welfare schemes of the college. Several projects are undertaken by the college in order to facilitate **welfare schemes** for the students. A spot collection is held whereby students and teachers contribute an amount of money on the spot. The amount is used

for Student Development Programmes. Many departments support their students from the funds contributed by the staff. A few are given below:

- The Department of Mathematics has a programme called save and share scheme for helping financially challenged but academically brilliant students.
- The Department of Chemistry as part of the Golden Jubilee celebration constructed a house for a needy student with the fund raised from the Alumni, Staff (Retd. Also) and other well wishers, on January 2010.
- The Department of Zoology sponsors a few needy students of their department.
- The Department of English is assisted in the fund raising programme for needy students by the retired faculty members also.
- The Department of Physics has a Student Development Programme whereby an amount of Rs. 100000 was collected from the alumni and kept as Fixed Deposit in bank and the interest is used as financial assistance for the deserving students of the Department. Prof. Geetha G. Retired Teacher is supporting three students to pursue their studies in Physics
- The Department of Economics has exempted needy students from the fees for add on courses.
- The Department of Sociology extended financial support to repair the house of student which was damaged due to heavy rains. The Department also arranged an alumni meet during its Golden Jubilee year (2013). The amount which was collected as registration fee from over 250 alumni was deposited in S.B.I. It will be used for student welfare schemes.
- In 2011, we organised a cultural evening “TAAL” to the delight of the students and general public. It was a fund raising programme, the proceeds of which was used to support the needy students. The programme was also an opportunity for the students to exhibit their talents.
- The college took the initiative to construct a house in 2013 for one of the needy students from the funds collected solely from the staff and students.
- The college co-operative society distributes many of the stationary items including books, pens etc. to students at subsidized rates.

Remedial classes help students who are weak in their studies, especially those who are from social minorities and who are financially challenged. The ASAP training programme (A skill development project of the Government of Kerala, of which B.C.M College is a Training Partner Institute), has selected

candidates from economically weaker sections of the society, so that they are given free training by the government.

Students who are economically weak and are from socially backward classes, avail financial support provided by the government, as shown below:

Grant and Stipend for Students from SC, ST, OBC and Economically Weaker Sections

Year	OBC	KPCR	SC	ST	OEC	TOTAL
2008-09	168629	30790	543189	87382	859183	1689173
2009-10	18370	25045	520168	109554	406060	1079179
2010-11	242475	150480	823270	94787	527725	1838737
2011-12	116274	144092	1294745	132184	847419	2534714
2012-13	197373	122939	1231151	189859	1261928	3003250
Total amount Disbursed Over The Years						10145053

Mess fee/Hostel Fee Concession given to SC, ST and OEC students

Year	SC	ST	OEC	Total No. of Students	Amount per Student	Total Amount
2008-09	46	23	24	93	10000	930000
2009-10	46	23	24	93	13000	1209000
2010-11	46	22	23	91	14000	1274000
2011-12	59	24	29	112	25000	2800000
2012-13	62	22	36	120	27000	3240000
TOTAL	259	114	136	509	89000	9453000

Physically challenged students are given special care in our institution. The students and teachers offer them ample support by assisting them in their needs. They are provided easily accessible toilets and coolers. There is a ramp in our auditorium which leads to our stage, which aids the physically challenged students. The scholarship for the blind or physically handicapped are availed by our students. Scribes are also provided by the college for assisting the blind or partially blind students during their exams, as per university norms. By the inclusion of physically challenged students, the college ensures that they are empowered and encouraged to take confident strides in life. The moral support given by the teachers help such students in their academic and extracurricular activities.

Our **students are encouraged to participate in various competitions** held inside and outside the college. They are given ample coaching and guidance by the Principal, teachers and other invited trainers. Talented students are identified through different association activities and programs. Apart from the funds granted by the university, the college union also collects an annual fund. Thus, the financial expenses of the students, who go for the university level youth festival, are met. Each co-curricular item is allotted under the special guidance of teachers to whom the participants share their needs. The teachers assist the students in various inter-collegiate events by their constant support and presence.

The college has a **Health Centre** for the students. During emergency situations, teachers accompany the students to **the District Hospital nearby**. **First aid boxes** are kept in many departments and all labs. The administrative staff looks into the proper functioning of the **coolers**. The **toilets** are kept neat and tidy. Students are reminded about the need to maintain a healthy campus. We also have a **fitness room and yoga centre**. **Annual eye and dental camps, and medical checkup** are also facilitated by the college.

The college caters to the diversified needs of our students by offering courses, as suggested by the previous Peer Team Report (Second Cycle, January 2008). The **U.G.C aided bank coaching classes** train the young minds for competitive exams. The Department of Mathematics conducts **NET coaching classes and IIT Entrance coaching classes** for the aspiring students. The Department of Commerce organizes **certificate courses in Tally and Practical Accounting** which is quite helpful for the students in the contemporary world scenario. The Department of Food Science and Quality Control and The P.G. Department of Social Work train their students in **interview skills and how to prepare C.V.** The Department of Physics facilitates **U.G.C Sponsored add on courses in Computer Applications**. The Department of Computer Science co-ordinates **Certificate Courses in Computer Hardware and ASP.NET**. From 2012 onwards **our college became a Training Partner Institute in the ASAP Programme**, a skill development and job-oriented training programme under the guidance of **Departments of Higher Education and General Education, Government of Kerala**. The aim of ASAP is to improve the employability quotient of students studying in Higher Secondary Schools and Arts and Science colleges. ASAP is part of the State Skill Development Project designed with the objective of advancement of **English language skill proficiency of students in Kerala** with the help of the teaching faculty of the Department of English. The selected Student Development Executives (from the final year U.G Students) are given rigorous training in **English language skills and IT** during a twenty one days residential programme arranged in colleges in Kerala. They are coached by the teachers who have undergone training by the ASAP Team. In the second phase of the programme, the SDEs train the first year degree students in English language for 180 hours outside the regular

working hours of the college. Training in other areas of their choice which include banking, health sector, agriculture sector etc. is given in a selected institute, other than the institution. This second phase of the programme has started in our campus.

The teachers extend **individual assistance** to students who are weak in their studies. **Remedial coaching classes** help them to overcome their inhibitions in subjects which are tough for them. Teachers divide students into groups in their regular classes, and assign a leader for each group who guide the students in the respective subjects. Test papers and mock tests help teachers identify students who need more assistance and encouragement. Many departments take their students to **industries and organisations for visits and arrange interaction with important personalities** in their subject areas. For instance the following are a few of the visits made by the U.G and P.G students of the college: CCS Technologies, Kottayam, Rubber Research Institute of India, Kottayam, Fort Community Development Society, Chennai, Asha Hospital, Hyderabad, Sampoorana Centre for Mentally Challenged, Hyderabad, Council for Green Revolution, Hyderabad, Peerumedu Development Society, Auroville, Aurobindo Ashram, Pondicherry etc.

The college publishes a **college magazine** every year. The editorial board comprises of the staff and student editors. The magazine offers a space for teachers and students who can contribute articles, poems, short stories etc. We also have an annual newsletter **BCM NEWS** which enumerates the departmental activities and major events in the college during the concerned academic year. BCM NEWS enlists the details regarding the major achievements, publications, Minor and Major Research projects and paper presentations of teachers and students, industrial visits, seminars/workshops conducted in our college, student development programmes, add on courses, Outreach programmes, scholarships provided by the college, college union, staff council, governing body etc. Apart from these major publications many departments have their own publications either in print form or as manuscripts.

Entrepreneurial Skills

The students are always encouraged to develop their **entrepreneurial skills**. The canteen is managed by the staff and students of the Department of Food Science and Quality Control, under the guidance of the Principal. It gives opportunities for the students to hone their entrepreneurial skills. “The Earn while you Learn” project of the Computer Science Department is a programme which helps students earn income while they share their knowledge and expertise in different skills. A course in **Aesthetic Treatment from Nature** which is conducted as an add-on class by the Department of Botany and aided by the U.G.C helps students develop their skills as beauticians. One of our students, Goldeena Philipson of Food Science and Quality Control started beauty parlour on her own after her graduation. Our college also facilitated **mushroom cultivation** and still maintains a **botanical**

garden which is kept well nurtured by the students. The Department of Chemistry organised a training programme in soap-making. The National Service Scheme conducted classes on how to make paper carry bags, and distributed a few in the nearby shops. Such classes and group activities help the students to be innovative, and thereby develop their entrepreneurship talents. During industrial visits, the students get an exposure to how managerial skills are effectively implemented in industries.

Extracurricular Activities

The institution ensures student participation in **extracurricular activities**. Each department has a students' association with a President and Secretary elected from the students. The Association activities which include debate, quiz competitions, fests, exhibitions etc. provide a platform for the students to exhibit their talents. The Arts Fest held in the college offers an avenue for healthy competition among the different associations. For the first year students, the Union conducts an audition so as to recognize their talents and train them for different events. **The Best Outgoing Student Award and the Literary Championship** Award encourage students to excel in different fields. In spite of the constraints of space inside the campus, we have a badminton court and a fitness centre. We also have a Kabaddi team and a Cross-country team who have won laurels for our college at the university level championships. This year we have started an N.C.C Unit in our college. We have an effective N.S.S unit which helps the students to actively involve in social issues and thereby extend their help and support to the downtrodden of the society. The N.S.S camps which are conducted in our college help the participants to hone their skills in different arenas.

The students who take part in other co-curricular activities like **sports, games, arts festival, quiz competitions, debate** etc are also given special coaching. The *Samanwaya Sandhya*, which is held every year by the M.S.W Dept. helps to bring together Social workers and students from different parts of India to take part in various cultural activities. Those who take part in sports are given sports uniform and other materials, and their diet is strictly monitored by the concerned coaches under the guidance of the Department of Physical Education. Apart from the student participation in inter-collegiate and University level sports and games, a day is set apart in the academic calendar as Sports day. A Sports Trophy is also awarded to the association which gains the maximum score. The union also conducts **College Arts Fest** every year so as to promote the talents and give the students a platform to develop their multi-faceted talents. Every year the college hosts the following major inter-collegiate and inter-departmental competitions in honour of the former teachers/Principals: **Madam Remani Tharayil Debate Competition, Sr. Savio Memorial Elocution Competition, Sr. Lucia Memorial Quiz Competition, Sr. Alphonsa Cookery Competition and Sr. Michael Debate Competition.**

Academic Counselling and Mentoring

Prof. Rebecca George and Prof. Anice Mathew are professional counsellors and mentors for the students. Their services are available at the counseling centre every day. We also have the support and service of Dr. Ipe Varghese, H.O.D., P.G. Department of Social Work. The class tutors identify students who need counselling and send them to the counsellors. They also make sure that each student has a session with the counsellors. The college also hosted a series of psycho-social seminars with the assistance of the Women's Cell in association with **SAMM** (Spirituality and Mental Health Movement). The sessions on abortion, drug abuse, psychological needs of women etc. proved quite useful to the students. Such mass counselling sessions, especially the ones during retreats, help the students a lot.

Academic Counselling is conducted for the first year students as orientation classes. The students are encouraged to overcome their fears regarding barriers to academic and extra curricular excellence. They are encouraged to approach their teachers to clarify doubts in academic matters. They guide them in the submission of assignments and hone their presentation skills during seminars. The teachers also assist them in choosing careers. Students are made familiar with different career choices by each Department. The alumni are invited to give talks on the scope of higher education in the concerned field and also about career choices. The career cell also assists students in helping them make right choices in life. The cell invites eminent personalities to lead sessions on career placement and make students aware of different possibilities in the professional world.

Career and Placement Cell

The college has a **Career and Placement Cell** which assists students in appearing for job interviews and examinations conducted by National as well as Multinational companies. **As per the recommendations in the Peer Team Report (2nd cycle January 2008), proper guidance and counselling are given so as to increase student progression into careers.** Since we have more Undergraduate Programs than Post graduate programs, many of our students go for higher studies before they choose a specific career. The Career Cell tries to channelise the talents of the students by organising interface sessions with prospective employers so that students get a chance to improve their specific skills. Personality development programmes, motivational talks, mock interviews and seminars are conducted so as to empower our students and increase their progression into careers.

Number /percentage of students who qualified in various competitive exams (2008-09 to 2012-13)

JRF	NET	CAT/MAT /XAT etc.	CA
5	44	60	13

The Career and Placement Cell functions under the guidance of two teachers who are in charge of the cell. Reputed organizations like Wipro, TCS, Keltron, Bajaj Allianz, ICICI, CST Technologies, UST Global, MUZIRIS Softtech, NIIT and T.I.M.E have extended their assistance to the Career Cell. Our students took part in various campus recruitment drives which were conducted outside the college. A few firms which conducted these programmes for the students were Bajaj Allianz, ICICI, CSS technologies, MIR IFCR Clinical Research Institute, ALTREE clinical research campus recruitment and NOVION computers. The Cell also held consultations for overseas studies which were conducted by various professional bodies equipped for the same. Our consultants were British Council, IMS learning resource, S.B Global consultants, INOWEST consultants, Versat consultant services, Logic School of Management, Graduate Overseas and GWEL overseas education consultants.

Placement details of the students who were selected through campus interviews over the last five years are given as follows.

Year	No. of Students Placed	List of Employers
2008-09	7	ICICI,OBJECTWIN
2009-10	16	Wipro, Infosys, IBM, Mphasis, Oracle, HP, CTS, Technopark
2010-11	17	Wipro, TCS, HCL,R.F Exports, VKL Spices, Milma, TVM
2011-12	7	Wipro, TCS
2012-13	8	Wipro

Student Grievance Redressal Cell

With a view to provide speedy redressal of the grievances of students, the college has constituted a **Student Grievance Redressal Cell** guided by **the Principal, who is the Chairman, two senior staff members, one student representative and a representative of the administrative staff** .

Functioning of the Student Grievance Redressal Cell:

- Students can put their complaints either in the complaint box in front of the college office or they can directly convey it to the teachers- in-

charge of the Grievance Redressal Cell.

- Usually the students are encouraged to write their names and classes along with the complaints for making necessary clarifications. Anonymous complaints are also taken into consideration.
- Issues and complaints are taken up at the end of every week.
- For ensuring proper and timely resolution of the complaints, systematic enquiries are made.

Some of the major issues which have been addressed by the Grievance Redressal Cell over the years are the following.

Sl.No	Grievance	Measures Adopted
1.	Shortage of purified drinking water	Water coolers were installed on every floor of the college
2.	Complaints regarding the improper functioning of canteen	The management and control of canteen was shifted from private individuals to the Department of Food Science whereby the quality of the food is maintained
3.	Complaint regarding the malfunctioning of public addressing system	The problem was solved immediately.

Steps Against Sexual Harassment

Various awareness classes regarding **sexual harassment** are organized for the students. As it is a women's college, no incidence of sexual harassment has been reported within the campus. However an incident of harassment against a student who was travelling to college was reported. The student was harassed by a bus conductor on her way to college. The matter was taken seriously by the teachers when the student made the complaint and Mrs. Nima Jacob, the Head of the Department of Economics, immediately filed a complaint against the culprit in the nearby police station. Mrs. Mary Ipe, Head of the Department of Family and Community Science, was felicitated by the police for her bravery in stopping misconduct in the train by which she regularly commutes.

Anti-Ragging Cell

An anti-ragging cell under the guidance of the Principal functions effectively in the campus. Apart from the hostel warden and a member of the administrative staff, two senior teachers and a student representative are also members of the committee. The students can approach the committee if need arises, and grievances are redressed. Till date only one instance of ragging was reported by one of the first year students. The committee took strict action and found a solution to the problem.

BCM BEAMS: the Alumni Association

BCM BEAMS, the Alumni Association of our college was registered in January 1999. The association plays a productive role in the growth of the institution. Every year, 2nd October is celebrated as B.CM BEAMS Day. The former students, retired teachers and the faculty of the college join together in the campus and share their experiences and expertise. During the meeting, the most eminent alumnae are honoured by the college. On 2nd October 2010, Prof. Graceamma Mathew who was appointed as the member of Kerala Public Service Commission was appreciated and honoured. In 2011, Beena Sebastian (Chairperson, Cultural Academy for Peace), Ms. Cincy Parayil (Municipal Councillor, Kottayam), Ms. Ali Manimala (President, KCWA), Prof. Sheela Stephen (President, Idukki Panchayath), Ms Shiny Philip (Municipal Councillor and Assistant Professor, St Stephen's College, Uzhavoor), Ms Mercy Philip (Block Panchayath President) were honoured. In 2012, Dr S. Saradhakutty (Malayalam writer and critic) and Prof. Sheela Stephen (who was elected as the Pastoral Council Secretary) were appreciated. The alumnae join together in games and various entertainment programmes and make the day a memorable one.

A scholarship of Rs 1000/- is given every year to a deserving outgoing student from the BEAMS fund. We are indebted to the financial support rendered by the alumni for the construction of the multi-media Sr. Savio Memorial Hall. Every year, BCM BEAMS organizes a medical camp for free eye and dental check up at B.C.M College. More than 250, including teachers and students attend the camps. BCM BEAMS conducts “The Star of B.C.M Contest” every year for the third year degree students to select the best all rounder student. BCM BEAMS arranges the Lamp Lighting Ceremony at the end of the academic year for the outgoing students. The former students are invited for lectures and thereby cater to the academic needs of the students. The college maintains a regular contact with the former students via email, letters and social networking sites like Face book and Whatsapp. A **U.A.E chapter of BCM BEAMS** was opened to the great joy of the alumnae who are located in U.A.E.

The positions held by a few of our alumni will prove how much B.C.M serves as the training ground for future endeavours of our students:

- Dr. Saramma Alexander, Education and Liberal Arts Co-ordinator for Adult Programme, JUDSON University, U.S.A
- Prof. Remani Tharayil, Retd Principal, B.C.M College, Kottayam
- Prof. P.M. Jameela, Retd. Principal, Govt. College, Kottayam
- Dr. Usha Puthiyodu, Vice Principal, Medical College, Kottayam.
- Ms. Honey V George, Scientist, VSSC, Thiruvananthapuram
- Dr. Lovis Susan Kuriakose, Postdoctoral fellow, Melbourne University, Australia.
- Ms. Jayamol P Jacob, Sub Divisional Engineer, BSNL

- Ms. Elizabeth K. Mani, Sub Divisional Engineer, BSNL
- Ms. Zenia Gopalakrishnan, Associate in Radiation Dept., R.C.C.
- Ms. Prathyasha G., Research Assistant, IIT, Madras.
- Dr. Dean John, Gynaecologist, Mandiram Hospital, Kottayam
- Dr. Beena Mammen, Physician, Mandiram Hospital, Kottayam.
- Dr. Sr. Marcella, Gynaecologist, LLM Hospital, Kidangoor.
- Dr. Sr. Deepa, Physician, LLM Hospital, Kidangoor.
- Ms. Jinzmol Janardhanan, Research Officer, Economics and Statistics Dept, Calicut
- Ms. Anjitha Rani, Research Officer, Economics and Statistics Dept, Calicut.
- Ms. Beena Kannan, M D, Seematti Silks.
- Dr. Meenakumari M., Senior Scientist, RRII, Kottayam.
- Ms. Manju G.R., Advocate, High Court of Kerala.
- Ms. Lathika Subhash, General Secretary, KPCC.
- Ms. Sheelamma Jacob, H.O.D, Family and Community Science, St Teresa's College, Ernakulam
- Dr. Susan Cheriyan, Associate Professor, Dept of Family and Community Science, St Teresa's College, Ernakulam
- Sr. Dr. Betsy, Associate Professor, Dept. of Family and Community Science, B.C.M College, Kottayam.
- Ms. Josephina Simon, Associate Professor, Dept. of Commerce, BCM College.
- Ms. Omana Jacob, Associate Professor, Dept. of Commerce, BCM College.
- Ms. Nima Jacob, Associate Professor, Dept. of Economics, BCM College.
- Dr. Magie John, Associate Professor, Dept. of Chemistry, BCM College.
- Ms. Jessy Simon, Associate Professor, Dept. of Chemistry, BCM College.
- Dr. Annu Thomas, Assistant Professor, Dept. of Chemistry, BCM College.
- Ms. Anna Chandy, Associate Professor, Dept. of Zoology, BCM College.
- Ms. Sneha Gopikrishna, Assistant Professor, Vimala College, Thrissur.
- Ms. Simy Joseph, Assistant Professor, Dept of Zoology, Bharatmatha College.
- Ms. Amal P Mathews, Assistant Professor, Dept of English, Assumption College, Chaganacherry.
- Ms. Neethu Tessa Baby, Assistant Professor, Dept of English, Assumption College, Chaganacherry.

- Ms. Deepa Thomas, Assistant Professor, Dept. of English, Devamatha College, Kuravilangad
- Ms. Susanna Thomas, Assistant Professor, Dept. of English, Baselius College, Kottayam.
- Ms. Meenu Jose, Assistant Professor, Dept. of English, Mar Ivanios College, Thiruvananthapuram.
- Ms. Nithya Mariam John, Assistant Professor, Dept. of English, B.C.M College, Kottayam.
- Ms. Shalini Thomas, Assistant Professor, Department of Economics, B.C.M College, Kottayam.
- Ms. Sheela Stephen, H.O.D (History), B.C.M College, Kottayam
- Ms. R.V.Geethakumari, Retd Additional Secretary, Govt Sector.
- Ms. Liya Makkil, Child Development Project Officer.
- Ms. Graceamma Mathew, Retd. Professor, Dept. of Economics, B.C.M College and PSC Member.
- Ms. Hancy Hali Mathew, Social Worker, Australia.
- Ms. Anju Anette Cheriyan, Head of the Department of Food Science and Quality Control,
B.C.M College, Kottayam.
- Ms. Ansu Cheriyan, Bank Manager, Standard Chartered Bank.
- Ms. Cincy Parayil, Municipal Councillor, Kottayam
- Ms. Jisha Joseph, P.O, Bank of Baroda.
- Ms. Cicily Abraham, Playback Singer
- Ms. Vimmy Mariam, Playback Singer
- Ms. Sheeba Mathew, H.O.D, Bhopal School of Social Sciences, Bhopal
- Fr. Sunil P Perumanoor, Director, Malabar Social Service Society, Kannur.
- Mr. Joyal John, District Nodal Officer, Childline, Kottayam.
- Mr. Bim Jose, Joint Secretary, Social Service Society, Kottayam.
- Dr Supriya R., Postdoctoral Fellow in Zoology.
- Ms. Vishnupriya T, P.O, Canara Bank.
- Ms. Ajo Joseph, Manager, S.B.T, Kallara.
- Ms. Lija Ponappan, Associate Professor, University College of Engineering, Thodupuzha.

- Ms. Aileen George, Project Manager, WIPRO, Bangalore.

STUDENT PROGRESSION

Percentage /Number of Students Progressing To Higher Education or Employment (2008-2013)

Many of our students have secured admission for higher education. Some of them have made use of the various add on courses and have secured jobs in different sectors of the public life.

Student Progression	Percentage
UG to PG	70%
PG to M.Phil	20%
PG to Ph.D	40%
Students Employed through Campus Selection	55

Employment Other than Campus Recruitment

- Placement for PG students- 85.79% (from 2008--13)
- Placement for UG students

Year	Percentage of Placement
2008-09	60.12
2009-10	62.61
2010-11	64.47
2011-12	66.21
2012-13	55.1

**Pass Percentage of the Last Five Years with respect to the University
Average**

Subject	2008-09		2009-10		2010-11		2011-12		2012-13	
	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average	BCM college	Unty. Average
English Model -I	97.5	86.24	96.67	89.32	89	70.06	100	86.36	100	82.84
English Model -II	91	-	100		68		91.67	75.75	100	67.92
Mathematics	93.94	88.88	95	78.54	96.43	82.55	92.86	83.23	90.91	80.79
Physics	100	90.81	95	74.46	74	75.48	100	84.69	65	77.20
Chemistry	76.9	84.97	57	72.43	77	77.98	83	79.44	82.61	75.98
Botany	100	88.16	90	74.24	86	82.54	84	71.60	94.12	75.74
Zoology	100	89.31	92.5	78.82	100	84.53	100	75.09	78.26	70.32
FACS	75	96.30	84.62	—	100	93.33	66.66	75	71.43	72.22
History	93.18	82.97	72.34	67.22	71	71.66	72.22	71.69	73.68	68.22
Economics	93.33	79.57	95.92	71.26	80.43	76.66	93.48	77.24	72.97	72.55
Sociology	83	71.79	88.5	49.84	83	59.67	90	71.34	77.42	68.33
Commerce	83	35.42	88.5	33.66	83	49.57	90	95.46	89.09	90.92
Food Science	100	—	100	—	100	—	95	92.30	95.45	93.33
Computer Science	80	—	92.31	—	94.44	—	93.33	83.76	94.74	80.44
Msc. Mathematics	60	58.98	68.42	60.28	57.89	70.69	65.22	61.34	69.1	
MSW	88	—	100	—	74	—	94	—	76	

Ranks secured in the university Examination (2008-09 to 2011-12)

Our students have stood in the first, second and third positions at the university level and have proved their merit in different courses.

Subject	2008-09	2009-10	2010-11	2011-12
Mathematics	I			
English	I	II	IV & V	Ist position with A+
Physics		IV		
Zoology		II		IInd position with A
Economics	II			
Sociology	II	III	III	
Food Science	II & III	II & III	I	
FACS			III	

Computer Science			II	
MSW			I	I & IV

Comparative Analysis of the Examination with respect to Two Neighbouring Colleges

The pass percentage of U.G and P.G students of our college is comparatively higher than the two neighbouring colleges as shown below:

Year	Pass Percentage(B.A)		
	B.C.M College	Baselius College	C.M.S College
2008-09	82.24	93.14	84.15
2009-10	94.03	85.04	53.49
2010-11	85.70	81.41	62.32
2011-12	88.37	78.72	79.50
2012-13	77.12	67.39	76.10

Year	Pass Percentage(B.Sc)		
	B.C.M College	Baselius College	C.M.S College
2008-09	93.72	88.64	84.81
2009-10	85.92	81.23	73.57
2010-11	91.06	94.18	83.64
2011-12	89.20	80.98	82.10
2012-13	81.76	81.42	71.05

Year	Pass Percentage(B.Com)		
	B.C.M College	Baselius College	C.M.S College
2008-09	83	70	73.80
2009-10	88.5	69.09	78.72
2010-11	83	71.19	100
2011-12	90	98.11	97.56
2012-13	89.09	98.08	95.24

Year	Pass Percentage(M.Sc.Mathematics)	
	B.C.M College	C.M.S College
2008-09	60	54.54
2009-10	68.42	50
2010-11	57.89	50
2011-12	65.22	46.27
2012-13	69.1	60

Institutional Guidance in Student Progression

The college has a proper system for facilitating **student progression** to higher levels of education and employment. The dedicated teachers of the college encourage the student to aim high. The IIT Entrance coaching classes and NET Coaching classes organised by the Department of Mathematics prove the same. The students are assisted in their learning by the teaching community by sharing the latest information in the field. The college also invites eminent personalities in their respective subjects to share their resources. They are also encouraged to participate in seminars and camps conducted at state and national levels. The students who participate in such seminars make it a point to present the information they have received in their classes. For example, the students of the Department of English actively participated in group discussions with writers like K. R. Meera, Rizio Yohannan Raj (at DC Books, Kottayam) and Meena Kandasamy (at CMS College, Kottayam). The feedback was shared by the students in their classes. Many departments encourage their students to share their knowledge through exhibitions and fests. For example, the Department of Physics organised a special programme for the students of nearby higher secondary and high schools which included a **planetarium show** whereby the graduate students shared their expertise with the younger ones. The Department of Food Science organizes a food fest every year in the college. This year the P.G. Department of Social Work has arranged a series of seminars and other programmes for the benefit of students and the society. Such innovative ideas help students to get exposed to wide possibilities of their subjects and motivate them to pursue higher education and thereby reach the career of their choice.

In order to rectify the dearth in diversified courses which was pointed by the Peer Team Report last time, the institution offers various courses which help students in their higher studies and progression to careers.

Add On Courses

Journalism And Mass Communication
Computer Application
Electrical And Electronic Equipment Maintenance
Aesthetic Treatments From Nature
Travel And Tourism
Communicative Skills in English

Certificate Courses

1. ASP.NET,
2. Computer Hardware,
3. Life Skill Development
4. Computer fundamentals
5. Number system
6. MS Office
 - Tally
 - Page Maker
7. Certificate course on accountant and tax practitioner
8. Certificate course on open office
9. Flower Arrangement

Assistance to Students who are at the Risk of Failure

Students who are at the risk of failure are given additional assistance in their academic matters through remedial coaching and personal matters through mentoring. The college has an **online attendance system** whereby each month the list of students who fail to keep the required attendance is published on the notice board. It helps in identifying students who keep away from classes without the knowledge of teachers and parents. The college makes it compulsory for the students to bring leave letters if they are absent even for a day. The regular interaction with the parents during P.T.A meetings and with students during tutorial hours help in identifying students who need extra care and guidance. Test papers, mock tests and group discussions help in enhancing the academic performance of the students. Special coaching classes are given for weaker students before and after regular working hours of the college. The causes for the poor performance of the students are promptly identified and remedial assistance provided. Students who are at the risk of drop out are motivated by the teachers to continue their studies. Their parents are also made aware of the importance of completion of the degree courses.

The dropout rate of our college is very low as shown below:

Dropout Rate

Year	Dropout Rate
2008-09	0.44%
2009-10	1.18%
2010-11	1.37%
2011-12	1.41%
2012-13	1.42%

Student Participation and Activities

The college conducts training programmes to help students who are interested and talented in sports and games. The Department of Physical Education of the college is active in ensuring that the college is represented at the University level, and from there to national meets. All the students of the college are encouraged to take part in sports and games and other activities since it is very essential for their holistic development. The Department of Physical Education conducts add on courses in Karate, Yoga and Kalaripayattu (Martial Arts) to enhance the physical and mental strength of the students. The college has a well structured fitness centre to improve the fitness of the students. Apart from the daily training, the students are given additional training for various intercollegiate tournaments. A Sports Trophy is instituted by the college to be awarded to the Association which gains the maximum score in sports and games on College Sports Day. Essay competitions, debates, quiz competitions, Arts Fest etc offer platforms for the students to exhibit their talents. The programmes conducted in our college is of regional, national and international importance, many of which help in increasing social awareness among the students.

Every year the college conducts various routine activities including the celebration of important days. The programme calendar of the college during the academic year 2012-13 is given below.

Programme	2012-13
Reopening Day	04-06-2012
World Environment Day	05-06-2012
World blood Donation Day	14-06-2012
Reading Week	19-06-2012 to 25-06-2012
International Day against Drug Abuse	26-06-2012
World Poverty Day	29-06-2012

Legal Awareness Programme	10-08-2012
Independence Day	14-08-2012
Onam Celebration	23-08-2012
Teachers' Day	05-09-2012
BCM Beams (Alumni Day)	02-10-2012
Anti Breast Cancer day	03-10-2012
College Union Election	12-10-2012
UN day	24-10-2012
AIDS Day	01-12-2012
Samanwaya & Human Rights Day	10-12-2012
College Union and Arts Club Inauguration	13-12-2012
Christmas Celebration	21-12-2012
World International Food Day	22-01-2013
Arts Festival	19-01-2013
Women's Day	08-03-2013
B.C.M Star Contest	08-03-2013
World Water Conservation Day	22-03-2013
Merit Evening	25-03-2013
College Day	04-04-2013

The college team has participated in **Cricket, Handball, Table Tennis, Base Ball, Soft Ball, Khokho, Kabaddi, Shuttle, Yoga, Athletics etc.** The college conducted **intercollegiate cycling championship during the years 2007-08, 2008-09 and 2009-10.**

Details of the achievements of college sports team **over the past five years at University level is furnished below.**

Sl.No	Year	Achievement
1.	2008-09	- Kabaddi team secured first position in M.G. university intercollegiate Kabaddi tournament. - Cycling team secured second position in M.G. University intercollegiate cycling championship. - Cricket team secured fourth position in M.G. University intercollegiate cricket tournament. - Khokho team secured fourth position in intercollegiate Khokho championship. - Table Tennis team secured fourth position in M.G. University intercollegiate table Tennis championship. - Base Ball team secured fourth position in M.G. University intercollegiate Base Ball championship.

2.	2009-10	• Kabaddi team secured second position in M.G. University intercollegiate Kabaddi tournament. • Cycling team secured second position in M.G. University intercollegiate cycling championship. • Cross country team secured third position in M.G. University intercollegiate cross country championship. • Khokho team secured fourth position in M.G. University intercollegiate khokho championship.
3.	2010-11	• Kabaddi team secured second position in M.G. University intercollegiate Kabaddi tournament. • Cross country team secured third position in M.G. University intercollegiate cross country championship.
4.	2011-12	• Kabaddi team secured third position in M.G. University intercollegiate Kabaddi tournament. • Cross country team secured third position in M.G. University intercollegiate cross country championship.
5.	2012-13	• Kabaddi team secured first position in M.G. university intercollegiate Kabaddi tournament. • Cross country team secured third position in M.G. University intercollegiate cross country championship.

Individual Achievements of Students

Sl No	Name of the student	Achievement
1.	Soniya P.M	• Bronze medal in Federation Cup Junior Athletic Meet at Lucknow in 800 meter race(2009-10) • Gold medal in All India Inter University Cross Country championship. • Gold medal in Junior National Cross Country team championship at Delhi(2009-10) • Bronze medal in All India Inter University Athletic Meet at Gundoor (2010-11) • Gold medal in Junior Federation Cup National Athletic Meet at Visakapattanam (2010-11) • First place in M.G University inter collegiate Athletic meet in 800meter race.

2.	Riya Thomas	• Bronze medal in South Zone National Athletic Meet at Bangalore(2010-11) • Gold medal in South Lane National Meet(2012-13) • First place in Interclub State Athletic Meet in Steeple Choice. • First place in Junior State Athletic Meet in Steeple Choice.
3.	Resin George	• Gold medal in South Zone Athletic Meet (2011-12) • Silver medal in Women National Athletic Meet (2012-13) • Second place in Inter club State Athletic Meet in 800 meter race and 1500meter race. • Second place in Women State Athletic Meet in 400 meter race.
4.	Arya Mohanan	• Third place in M.G University Power Lifting Championship • Member of State Women's Team for Women's National Championship • Silver medal in M.G University Power Lifting Championship
5	Kavya B Dileep	• Member, Kerala State Team for Women's Nationals
6	Nithyamol P.S.and Kukku Shaji	• Selected to represent the State in the Junior Nationals
7	Remya Krishnan	• Silver in 3000m and bronze in 1500m in the State meet

Individual Achievements in Extracurricular and Cultural Activities

Year	Name	Event	Prize
2008-09	Sheeba Grace John	Poetry writing (M.G University Youth Festival)	I
	Neethu Tessa Baby	Extempore	II

		(M.G University Youth Festival)	
	Jain Cyriac Babu	Short story writing (M.G University Youth Festival)	II
	Rissana T.A & Jilu Merin Philip	Mathematics Quiz competition conducted by Baselius college, Kottayam	I
	Rissana T.A & Jilu Merin Philip	Mathematics Quiz competition conducted by CMS college, Kottayam	I
	Merin Thomas	Elocution competition at St. Thomas College, Pala	I
	Nidhy Mary Rajan & Stella Mariam	Debate competition held at Girideepam Institute of Advanced Learning	I
	Sreejamol V.M & Prassetha Prathap	Chemistry Quiz competition held at Devamatha College, Kuravilangadu	I
	Neethu Tessa Baby	❖ Best personality award in Technitrous Fest at MACFAST, Thiruvalla	
		❖ Best Performer in Group Discussion, Rotary Club, Ernakulam	
		❖ English Extempore, Rotary Club, Ernakulam	II
2009-10	Krishnendu E.S	Kuchipudi (M.G University Youth Festival)	III
	Sheeba Grace John	English poetry writing (M.G University Youth Festival)	II
	Betty Elsa Jacob	Western Solo (M.G University Youth Festival)	III
	Mithu Tresa Mathew	Kathaprasangam (M.G University Youth Festival)	II
	Rajimol K.T	Cartoon drawing competition conducted by Zoological Society of	II

		Kerala	
	Namitha Nair	Power point seminar presentation conducted by Zoological Society of Kerala	I
	Rissana T.A & Jilu Merin Philip	Mathematics Quiz competition conducted by K.E College, Mannanam	I
	Rissana T.A & Jilu Merin Philip	Mathematics Quiz competition conducted by B.C.M College, Kottayam	II
2010-11	Nimitha John & Rissana T.A	Mathematics Quiz competition conducted by C.M.S College, Kottayam	I
	Aswathy S & Alin Sheba Mathew	All Kerala Inter-collegiate Statistics quiz competition conducted by dept. of Statistics, CUSAT	I
2011-12	Neeraja M	Malayalam poetry writing(M.G University Youth Festival)	I
	Shaigy Augustine	Best Social Work Research in Kerala (Award by Indian Council of Social Welfare)	
	AmalaSaraAbraham & Fathima Sherin Shaji	Face painting competition held at Baselius College, Kottayam	I
	AlinSheba Mathew& Vishna Devi	Mathematics Quiz competition conducted by Devamatha college, Kuravilangadu	I
	AlinSheba Mathew& Vishna Devi	Ramanujan Quiz competition organized by Saintgits College of Engineering, Pathamuttam	I
	Anjali Balakumar	Essay writing competition conducted by Zoological Society of Kerala	I
	Amitha Kurian	PowerPoint seminar presentation conducted by Zoological Society of Kerala	I

	Rehana K Mathew	Power Point Seminar presentation conducted by Zoological Society of Kerala	I
	Geethu C.S	Painting competition conducted by Darsana Academy, Kottayam	I
2012-13	Haripriya	English short story writing (M.G University Youth Festival)	II
	Albi Elizabeth Abraham & Sumi Rahel Mathew	All Kerala intercollegiate Statistics quiz competition conducted by Dept. of Statistics, CUSAT (Kottayam zone)	I
	JinuMaryNinan& Merin Sebastian	Power Quiz competition conducted by KSEB	I
	Alin Sheba Mathew & Vidhya Venugopal	❖ Mathematics Quiz competition, Newman College	I
		❖ Mathematics Quiz competition, SB college	II
	Vishnadevi D & Vidhya Venugopal	Mathematics quiz competition held at St. Thomas College, Pala	I
	Lakshmi Krishnan& Devipriya	Paste Pot Poetry competition held at Assumption College, Changanassery	II

Achievements of the College Teams:

Year	Achievement
2008-09	Third place in Margamkali (M.G University youth festival)
	Third place in Drama(M.G University youth festival)
	MSW students got overall championship in the intercollegiate cultural meet for social work institutions organized by Loyola, TVM.
	Second place in Mime (Techno cultural Fest at Kidangoor Engineering college)
	First place in Photography (Techno cultural Fest at Kidangoor Engineering college)

	Second place in Videography (Techno cultural Fest at Kidangoor Engineering college)
	First place in Fashion show(Techno cultural Fest at Kidangoor Engineering college)
2009-10	First prize in Margamkali (M.G University youth festival)
2010-11	Third prize in Margamkali (M.G University youth festival)
2011-12	Third place in Oppana (M.G University youth festival)
	Third place in western group song(M.G University youth festival)
	Third place in Margamkali (M.G University youth festival)
	First prize in western music (Arthur Bagshaw Intercollegiate Literary Fest at CMS college)
	First prize in One Act Play (Arthur Bagshaw Intercollegiate Literary Fest at CMS college)
	Social work students got first prize in all Kerala 'float' competition organized by Santhwanam against alcoholism
2012-13	First prize in Oppana (M.G University youth festival)
	Third prize in Margamkali (M.G University youth festival)
	Third place in Movie Spoof at NIT, Kozhikodu
	First place in Shakespearean drama contest at St.Teresa's College, Ernakulam.

Publications

The college encourages students to **publish** manuscript magazines and also welcomes any effort in the field of printed materials.

- The college publishes a college magazine every year. In 2012, *We Exist*, was specially mentioned by Malayala Manorama, a daily, in their supplementary page.
- The Department of Social Work publishes *Educere*, the BCM Journal of Social Work, *Upakrama*, the biannual newsletter, a single page calender covering all the months in a single sheet highlighting the important dates. A special publication is made every year in connection with the Human Rights' Day.
- The Department of Physics publishes a manuscript magazine *Spectrum* every year.

- The Department of Zoology publishes *Phoenix*, a manuscript magazine every year.
- The Dept of English publishes three manuscript magazines every year. For instance in 2012-13, the students brought out *She*, *Sagazza* and *Aurora*.
- The Dept of Sociology publishes a manuscript magazine every year.
- The Dept of Mathematics brings out a Newsletter.
- The Dept of History has brought out manuscripts including *Thoolikathumbil* and *Charithrodayam*.
- The Dept of Economics has brought out *Amigo*, *Jeevamritham*, *Mayooram*, *Levitas* etc.
- The Department of Malayalam brought out a manuscript magazine “Mailanji” last year.
- The Department of Chemistry has brought out *SPARK*, *SPECTRUM*, *Radiance* etc.

The students have complete freedom to post their own work or compiled articles on the notice boards in front of their respective departments, as part of their association activities. Many classes have their own wall charts where they pin their creative work, leaflets, daily quotes, pamphlets on different areas related to their subject area and other informative items.

Student Union

The College Union is a representative body of students who are selected every year by the student community of the college through parliamentary election process in accordance with the prevailing rules and regulations of the University. The tenure of the Union is one year. A well set **Parliamentary System of election** is being held in our college. The Returning Officer, who is appointed by the Principal, conducts the election. The College Union comprises of **an elected Chairperson, Vice Chairperson, General Secretary, Arts Club Secretary, Magazine Editor, P.G representative, two University Union Councillors and the representatives of first, second and third year degree classes**. The College Union election is carried out in two phases. In the first phase students of each class elect two representatives. They constitute the **Electoral College**. Anybody from these class representatives can compete as candidates for different positions in the Union. In the second phase the Electoral College elects the office bearers of the College Union. The activities of the Union begin with the **Oath taking ceremony. Along with the Principal, three union advisors from the staff members guide the Union**. The Union arranges various activities for the overall development of the students. It involves conducting of **debate competitions, collage, card making competitions etc. The Union celebrates all days of national and regional importance** like Onam, Independence Day, Keralapiravi, Christmas,

Women's Day, Teachers' Day, World AIDS Day and so on. The Union also plays a crucial role in the selection and training of participants for **the cultural and sports events at the university level**. The two major programmes organized under the auspices of the Union are **Arts Festival and College Day**. The **funds for the College Union** activities are raised by the students on their own. The Union conducts a Ganamela every year. The Union sponsors awards for Literary Champion and Sports Champion every year. Shalom T.V in 2013-2014 featured our college in one of their programmes, and the event was organised with the help of the Union.

Student Representation

As mentioned above, the Students' Union of the college, which comprises of elected representatives from the students, organises the major activities of the college. The activities of national level units like N.S.S and N.C.C are organised by the students under the supervision of teachers. We have a student editor in our magazine committee and student representatives in our Women's Forum and Co-operative Society. The Arts Club is led by a student representative who organises various cultural events in the college in association with the union. The Surprise Inspection Committee, Grievance Redressal Cell, Anti-Ragging Cell, CSM (Catholic Student Movement), department-wise associations and various clubs of the college are comprised of student representatives whose comments and ideas are always welcomed by the team. The Principal discusses academic and other matters with the class prefects regularly in the general assembly sessions.

Former Faculty Members and Alumni

The retired faculty members offer their words of encouragement and suggestions which help the college in the proper management of its daily affairs. Feedback is given either personally or through letters or other social networking sites. The alumni and the former faculty are contacted through emails, telephone calls and regular letters. The groups on Face book and other sites and networking facilities like Twitter, Whats App etc. help to locate our alumni and retired faculty members scattered across the world. The feedback from alumni and their employers are always boosters for the institution to keep up its undying spirit. The retired faculty are always invited for the major functions of the college. They also accept invitations to judge various competitions and also as guests of honour for many events held in the college. They also lead sessions on Value education classes and Orientation programmes. The Senior Academicians' Forum (SAF), an association of retired faculty members offers scholarships for students who are in need of financial support.

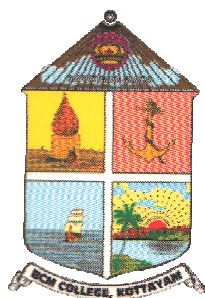
Our college is a member institute of prestigious bodies like **Catholic Students' Movement (CSM)**, **All India Association for Christian Higher Education (AIACHE)** and **Xavier Board**, which aim at promoting the spiritual and mental well-being of the students. A retreat is held for the staff

and students of our college every year. Our library is well maintained and is automated. The multimedia **Sr. Savio Memorial Hall** helps to host conferences and seminars effectively. The well equipped **computer centre** helps the staff and students access internet and helps in clarifying their doubts regarding I.T. **Internet connection is made available in all departments.** **U.G.C aided women's hostel** is under construction in our campus. We have a **botanical garden** which is well maintained. **Bhoomithra Sena Club, funded by the Govt. of Kerala** encourages students to raise their voice on environmental issues and conservation of nature. The college is also proud of its position as the **Best Clean Campus** which was awarded by the Janamythri Police, Kottayam.

Bishop Chulaparambil Memorial College for Women stands for the principles of **Wisdom and Grace**, the two inevitable qualities which help students to take confident strides in life. They are supported, encouraged and motivated to progress in every arena of life, and become socially responsible citizens of tomorrow.

CRITERION VI

GOVERNANCE LEADERSHIP AND MANAGEMENT



Institutional Vision and Leadership

The College since its inception in 1955 has always strived to impart quality education and produce empowered women who are productive members of the society, having the courage and ability to stand on their own feet, react against the atrocities they witness, logically analyse trying situations and find solutions to real life problems

Our Vision: *When you educate a woman, you educate the whole family.*

Our Mission: *Shaping the Destinies*

As per the recommendation in the criterion wise analysis of the peer team report (2nd cycle, Jan 2008) we have elaborated the mission statement to meet global views and the emerging professional needs.

Elaborated Mission statement:

The College aims to provide a platform for an individual in his/ her pursuit for academic excellence and mould them into globally competent youth with social, cultural and environmental consciousness; empowering them to react against social evils, committed to progressive social change, equipping them with modern technologies, leadership qualities, sound spiritual values, good ethics and thereby making them torch bearers of our motto 'Sapientia Et Gratia' which means 'Wisdom and Grace'.

The College continues to cater to the higher educational needs of mainly women students as envisaged in the mission and vision statements. The translation of the mission statement into action is achieved through the various activities and the best practices of the college, the details of which have been enumerated in this report.

The institution provides excellent opportunities to the students in the spheres of curricular, co-curricular and extracurricular activities. These facilities have been made even more affordable and available to all categories of students by the establishment of an **Equal Opportunity Centre** in the college sponsored by UGC. For promoting excellence in academics, best faculty are recruited, various courses offered including job oriented ones, which are supported with add on courses, certificate courses, remedial coaching, ICT enabled teaching aids, automated library etc. For fostering global competencies among the students, the institution organises personality development, life skill

development, employability skill development classes, ASAP training etc Membership in the Nature club/Bhoomithra Sena generates environmental conscientiousness, while the NCC, NSS, OJASS and the Department extension activities generate institutional social responsibility which leads to addressing the needs of the society. Above all a good value system is inculcated in the students by the activities of the Catholic Students Movement (CSM), annual retreats, regular value education classes, Life Guidance Seminars etc.

The College is managed by the Archdiocese of Kottayam with the Archbishop of Kottayam, Mar Mathew Moolakkatt as the Patron. The top management is the Governing body having 12 members with Mar Joseph Pandarasseril, the Auxiliary Bishop of the Archdiocese of Kottayam, as the Chairperson. The other members include the Manager of the College, the Principal, Academicians, other eminent personalities from diverse fields and a senior faculty member of the college. All the quality policies and perspective plans of the college are first discussed and finalised during the Governing body meetings. This board meets 2-3 times a year.

The Head of the Institution is the Principal and she manages the affairs of the college in accordance to the policies of the Management. A statutory body working in the college is the Staff Council comprising of the Principal and the Heads of the various departments of the college (Both aided and unaided departments). The decisions taken in the governing body are conveyed to the Staff Council through the Principal and implemented by the Staff Council. The Staff Council plays a vital role in the running of the activities of the college. It meets at least once every month. The Heads of the Departments are responsible for the day to day functioning of their respective departments. The policies, plans and department matters are discussed during department meetings which are convened once a month by the department heads. The Principal has regular meetings with the teaching staff during staff meetings and also on a personal level. At the beginning of every academic year a general meeting is organised and all academic and some administrative matters are discussed.

During the staff meetings all the matters related to policy and management are made known and necessary matters discussed and clarified. The staff members are encouraged to speak openly at these meetings in case of difference of opinion. Duties and responsibilities are assigned to the committees, departments as a whole and to the individual staff members. Various committees are formed with the teaching, non-teaching staff and the students of the college as members such as the College union, the Co-Operative society, various association etc. These committees are delegated duties and responsibilities aimed at better governance.

- The policy statements and action plans for fulfilment of the stated mission

The top management has regular meetings with the Principal and with the staff members thereby ensuring that the policy statements and the action plans are for the fulfilment of the stated mission. Moreover the data entry book Management Information System(MIS) is available for the management to keep track of the activities of the college.

- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

Action plans for the year are formulated at the beginning of the academic year. It is based on the report of the monitoring cell of the IQAC and evaluation of the activities and feedback from the faculty and students in charge of the various committees of the previous year. The smooth and efficient implementation of these plans is accomplished through the many committees formed at the start of the academic year.

- Interaction with stakeholders, Proper support for policy and planning through need analysis, research inputs and consultations with stakeholders

The management always interacts with the stakeholders during meetings arranged in the college in which they are representatives. All the stakeholders of the institution, the staff, students, Alumni, parents are constantly consulted and their inputs greatly valued. It was on request by the PTA that a class on good parenting “Towards a Delightful Parenting” was arranged for the parents. The retired staff members are always welcome to give valuable suggestions for the improvement of the institution and they are our biggest well wishers. The need analysis of each department is done by the Principal, through the Head of the Department at the end of each year for the forth coming year and plans are made accordingly.

- Reinforcing the culture of excellence

Faculty is recruited strictly on the basis of merit, adhering to the UGC & Mahatma Gandhi University norms. Management wholeheartedly participates in programmes to honour top achievers (staff as well as students). Scholarships and awards are given to meritorious students. Every year a Best Out going Student and the Best Association are selected and honoured on the College day. The college funds are utilised to augment teaching- learning resources, enhance sports, arts, literary activities and infrastructure.

Champion Organisational Change

The Governing Body was reconstituted on September 25, 2010 with twelve members from the existing seven members aimed at better governance. Staff members are assigned charges of various committees on a rotational basis, so that the teachers get a chance to take up different roles in the functioning of the college.

The policies and plans of the institution are implemented through the activities of the various committees /clubs /associations etc. The monitoring cell of the

IQAC evaluates, periodically reviews and suggests rectification through monthly meetings and department visits. The best practices and innovations of the various departments are appreciated and encouraged. Also during the Staff Council meetings, Staff meetings, Department meetings, PTA meetings, Alumni meetings the various institutional policies and plans are discussed, assessed and improvements are made. Students also play an important role in policy and plan evaluations through the Students Union and the various bodies they represent. The Grievance Redressal Cell also serves to evaluate the policies and plans of the institution.

The Manager and the Principal attend seminars and orientation programmes to deal with the changing demands of the contemporary educational scenario. The management encourages and motivates the faculty members to avail all academic enhancement facilities like Faculty Development Programme(FDP) and attend/ convene/organise, orientation, refresher courses, seminars, debates, quiz competitions etc in the college.

The college grooms leadership at various levels. The teachers and students head various committees/associations, which help to hone their leadership qualities. The college organises seminars which enhance the leadership skills of the faculty as well as the students.

The Head of the each department grooms the Head of the Department designate to take over the responsibilities of the department. This will enable the next in line to be better equipped to deal with the possible challenges of the department in the future. The student leadership faculties are groomed through the Students Union and through the various positions they hold in the associations, committees and clubs. The students take up the office of the Chairman and the General Secretary and it is the responsibility of the office bearers to host the various programmes. They are entrusted with the duty of suggesting resource persons and organising the functions. This instils in them a sense of duty and responsibility.

Regular personality development and leadership programmes are hosted to mould the student leaders of tomorrow. The NSS and the newly inaugurated NCC provide a platform for the students to enhance their leadership skills through the various community oriented services. The various clubs and associations, apart from grooming the leadership skills help the students to keep them updated about the changing trends and developments in their respective disciplines, other disciplines and non- academic areas.

The Principal is the head of the institution. For the smooth and efficient functioning of the college the Principal delegates authority and provides operational autonomy to the departments to work towards a decentralised governance system. The Heads of the Department are given full responsibility of their department. They have the authority to prepare the Time-Table, allot work to the faculty, allocate the association funds, conduct association

activities, seminars, exhibitions and other co-curricular activities of their department. All the Departments function as independent subunits under the principal.

The college promotes a culture of participative management. All the policies and plans of the institution are deliberated upon in the governing body meetings which has the Principal and a senior staff member of the institution in its board. The IQAC is given a free rein in the management and implementation of all the policies and plans it develops for quality assurance. Department Heads are given full freedom to manage their department matters. Suggestions of the staff are given due importance when voiced at staff meetings, held once every month. The non teaching staff members also have an association of their own. During their monthly meetings, directions are given, reviews done, problems discussed and opinion sought on various matters concerning them. Representatives of stakeholders are given prominent roles to play in the various committees of the college like IQAC, PTA, Alumni, Senior Academicians Forum etc. The students can voice their opinion in bodies like the College Union, NSS, NCC, Grievance Redressal Cell, and their department association meetings.

Strategy Development and Deployment.

The quality policy is clearly stated in the mission and objectives of the college. It is developed by the perspective plans at the beginning of each year and implemented by the activities of the college. Periodic reviews regarding the procedure for providing quality education are done considering the changing academic trends, needs of the stake holders and parameters of the external quality assurance agencies. Various bodies like the Governing body, monitoring cell of IQAC, Staff Council, PTA, Departments, Alumni, Senior Academicians Forum etc ensures that the quality of education imparted is in keeping with the mission, objectives and also the UGC and university guidelines.

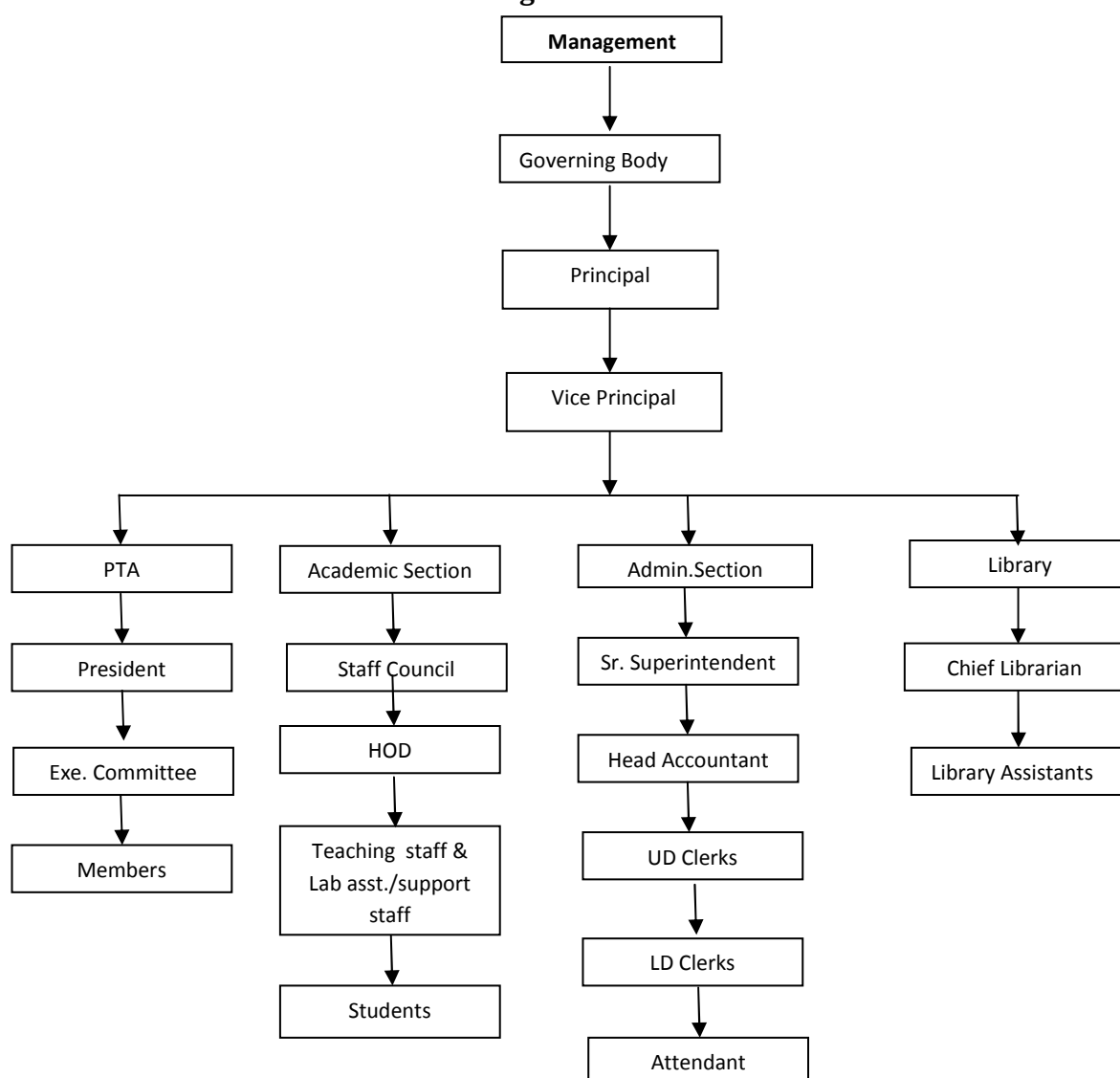
The institute has a well defined perspective plan for development, both academic as well as non-academic. A yearly perspective plan is prepared by the IQAC which is formally recorded in the AQAR and submitted to NAAC every year. Each Department has an yearly plan of its own. The institution has developed its academic sphere by introducing new courses at the Under Graduate and Post Graduate levels (M.A English, M.Com, B.Com) various Add-on Courses, certificate courses which adds value to the traditional courses. The library is updated with latest books and cataloguing fully automated. The basic infra structure of the college is improved from time to time and new constructions are undertaken as per the requirements (new classrooms, hostel, bathrooms etc).Improving the infrastructural facilities in the college is essential for the conduct of new courses and to accommodate the increased intake of student. Latest technologies in the teaching –learning

process (Smart Board) have been introduced. Other aspects included in the plan are women empowerment, environmental conscientiousness, social responsibility, rain water harvesting, research centres, women study centre and more emphasis on value based education.

Organisational Structure

The College has a very effective internal organizational structure. The management and the governing body lead the organization from the top. The Principal with the help of the staff council implements the decisions taken in the governing body. Internal matters of the college are decided by the principal after it is passed in the staff council.

Organisational Chart



- **Teaching and Learning**

Teacher quality is not compromised during the selection procedure. Syllabus is completed in time so that students get enough time to study. Internal exams and evaluations are done as per schedule. PTA meetings held regularly. Well equipped labs, excellent library facility, audio-visual aids, well-lit airy class rooms all provide the necessary ambience for effective teaching learning process. In order to improve the teaching-learning process, training/orientation programmes are arranged for the teachers. Power point presentations are used by the faculty along with the regular lecturing method, group discussions, quiz programmes, brain storming, seminars, field work, debates and presentations on relevant subjects are also held. Special care is given to weak students through remedial classes and personal attention. e- Literacy among the students has been given top priority with the intention of acquainting the students with new horizons of knowledge. News papers are available in the library and one newspaper is distributed in every department for improving reading habit. Advanced learners are identified by their tutors/mentors and given extra work and assignments.

- **Research and Development**

The faculty members are always encouraged and motivated by the management and the principal to go in for research work. Most of the teachers have obtained their research degrees but continue their research work through the Major and Minor research projects funded by UGC. Many faculty members have published research papers in reputed journals. International, national and state, seminars on relevant topics have been conducted during the last 5 years.

- **Community Engagement**

As per the recommendation in the criterion wise analysis of the peer team report (2nd cycle, Jan 2008) we have made our extension activity theme based and people based .The college has adopted a tribal village in Idukki district and is looking after the educational needs of the children there through the institution's social service centre named OJASS, a registered charity society. The NSS and Departments also organise theme based extension activities for the welfare of the general public. A wing of Child-Line, sponsored by the Central Government to prevent child abuse works 24-hrs in the campus.

- **Human Resource Management**

Based on the feedback from students , SWOC analysis and self appraisal of the faculty, workshops and motivational talks are arranged De-stressing activities like Yoga, recreational tours, etc. all form part of the HR management strategies of the institution The guest lecturers are given

appropriate pay hikes and leaves as and when the need arises. The staff enjoys a friendly work conducive atmosphere. The endeavours of the staff are recognised, appreciated and encouraged. All festivals are celebrated with immense fervour.

- **Industry Interaction**

The industry interacts with the students during recruitment drives which is arranged by the career cell. The Food Science Department has compulsory on-the-job training where they go to food industries for fulfilling this part of the curriculum. Our students have taken up assignments inside as well as outside India and as a result have procured jobs in the same industry after these training programmes. MSW Department and Computer Science Department also have strong industry interactions.

The Head of the institution ensures that the top management and stake holders are well informed of the happenings in the college. **As recommended in the Peer Team Report a Management Information System (MIS) has been developed in the institution.** It is a system by which all the activities of the college are recorded and presented for the assessment of the management. Data related to several aspects is collected from various sources, processed and made available to the top management and stakeholders at regular intervals or whenever the need arises. The details included in the MIS are the following:-

- Programmes conducted by the college
- Competitions conducted in the college
- Seminars, workshops and conferences organized by the departments.
- Ranks secured by the students
- College Union election and the activities organised by the college union.
- Camps and study tours organised.
- Extension activities of the students
- Achievements of the teachers in various fields.
- Details of PTA activities.
- Functioning of clubs, forums and cells
- Celebration of festivals and important days
- Details of Alumni organised programmes
- Retirement of teachers and administrative staff

The apex policy making and decision making body of the management, the Governing body has a senior faculty member of the college in its board. Faculty members head various committees which are responsible for implementing the policies and plans of the institution. The opinion of the faculty is sought on all vital matters of the college. The staff council meetings are the usual platforms for the teachers to propose their views and ideas for improving the effectiveness and efficiency of the institutional process. Critical evaluations and remedial measures for each issue are discussed in this forum. Staff general body also work as a platform for the teachers to give their opinions for the quality improvements of curricular and non curricular activities.

The following plans were formulated by the management after discussion and implemented.

1. To apply for the new Under Graduate and Post Graduate Courses - new courses sanctioned
 2. To install new public address system in the auditorium - new system installed.
 3. To improve library facilities and to install surveillance system - Library was completely computerized and surveillance system installed.
 4. To change the attendance entry system to online method - attendance entry is online now.
 5. To apply to UGC for new women's hostel - a hostel was sanctioned and construction underway.
 6. More campus placement initiatives - effort in progress
 7. Rain water harvesting - in progress
 8. Incinerator - in progress
 9. Beautification of the campus - Done
 10. New Self-financing block - completed
 11. Botanical garden - renovated
- **As Recommended in the Peer Team Report the institution's Grievance Redressal Cell has been strengthened and its scope widened by the inclusion of non-teaching staff and a student member along with the principal and two staff members .** The grievances and complaints of the students, teaching and non teaching staff and the

grievances of the parents are addressed appropriately and resolved effectively. The basic reason for the grievance is identified and it is ensured that further complaints of similar nature are not repeated. Grievances can be brought to attention through the complaint box placed in the campus and also through email, telephone or by post (address given in the calendar). Grievances addressed during the last five years are

- The drinking water scarcity problem in the campus –more coolers installed
- Improper functioning of the college canteen - canteen managed internally by teachers and students
- Complaint regarding the public address system in the classrooms- sound quality improved
- More women friendly toilets constructed in the campus.

The institution has a comprehensive system of analyzing student feedback on institutional performance. A questionnaire is provided to the students which contains questions on the multiple aspects of the institution. The feedback obtained is discussed and analyzed in the Governing Body, IQAC, Staff Council and Staff meetings and appropriate improvements are made. The outcome of this effort was the introduction of more coolers, washrooms and a relocated well lit, airy sick room. In many class rooms the seating capacity was also increased.

Faculty Empowerment Strategies

It is the mission of the college to provide quality education and develop the overall personality of the students who pass through its portals. In order to achieve this goal concerted efforts are made by the Management and Principal to enhance the professional capabilities of the teaching and non-teaching staff. Academically all support is provided to upgrade their qualifications Faculty Development Programmes (FDP). Leave is granted to complete research work etc. The faculty is encouraged, motivated and at times compelled to attend Refresher / Orientation courses, National /International seminars and conferences. All departments are provided with internet facility to research on topics of their academic interest. Full freedom is given to the departments to arrange Refresher / Orientation courses, National /International seminars and conferences using the facilities of the college. Faculty members are encouraged to go to other institutions as resource persons and also offer consultancy services to industries. They are also encouraged to attend non-academic training programmes like Additional Skill Acquisition Programme (ASAP), which is a government venture to train students, NSS/NCC Programme Officers Orientation, All India Association of Higher Christian (AIACHE) Training and Spirituality life And Mental health Movement

(SAMB) workshops, Xavier board seminars etc. Teachers are also encouraged to participate in counselling workshops. This is helpful in mentoring the students. The non-teaching staff members are given training in computers and internet usage and their attempts to contribute to the smooth functioning of the college is greatly appreciated and encouraged.

- The Principal with the assistance of the Departments, Heads and staff secretaries arrange seminars and orientation classes for the teaching and non-teaching staff members to enhance their personal and professional skills. Maximum attendance is expected and insisted upon. No one is exempted unless with a genuine reason. All the Departments Heads are given full freedom to arrange seminars and workshops and can make use of the college infrastructure (labs, seminars halls, internet facilities, library etc) for the professional development of the faculty of their respective departments. The Department Heads are also given full freedom to purchase books, laboratory equipments and laboratory reagents. Entrusting the faculty with specific duties and giving full freedom, instils in them a sense of responsibility & accountability. The management insists that the teachers avail training and research facilities.

The institution has a staff appraisal system in place for the evaluation of the staff. The appraisal of the staff is done by the IQAC, Heads of the Departments, the Principal and students. The staff appraisal by the Principal and the Heads of the Departments are done in a confidential manner. At the end of the academic year teachers submit a self appraisal to the IQAC which is evaluated by the evaluation committee of the IQAC. The students feedback is the duty entrusted to the Evaluation Committee of the Staff headed by select staff members on a rotational basis. The feedback is collected with the help of a carefully developed questionnaire on the various aspects of the teacher and the teaching learning process. The reports are analysed at three levels - the Head of the Departments, the Principal and the Management.

All the feedback reports help to improve the performance of the faculty as they are made aware of their strengths, weakness, opportunities and challenges. The outcome is directly communicated to them by the Principal and Department Heads during the staff council meetings and dept meetings. Improvements are suggested and it is acted upon at the earliest. Some major decisions taken are ---

- Orientation talk for the newly appointed teachers
- Research publications need to be increased
- More Audio-visual aids be used/Power point presentations
- Advanced learners be given more exposure such as sending them for summer camps, science congress, paper presentations etc

- Newly appointed teachers are sent to seminars both inside and outside the state.

The college through the Staff Association provides financial help to meet part of the medical expenses of its staff members if the situation demands. Earnest efforts are made on the part of the college authorities to speed up the process of sanctioning Provident Fund loans. During the time of the admissions preference for management seats are given to the children of the employees. The college has a co-operative society with all the faculty members as shareholders. We also have a college canteen which is managed by the Food Science Department and students and staff are provided with clean and healthy food. Salary advances are provided to the newly appointed teachers.

Faculty is recruited strictly on the basis of merit and in keeping with the UGC and University norms. Newly appointed faculty members are given orientation classes. Faculty members given full support and encouragement to upgrade their skills and qualifications. A friendly work culture prevails in the college and a familial bond exists among the staff members. The Management grants long leave to the faculty if their need is considered genuine. This policy of the management helps retain eminent faculty, who for some personal reason need to remain away from the institution for a certain period of time. The institution also organises de-stressing activities like Yoga, pleasure trips and friendly gatherings for the staff. Festivals and special days such as Onam, Christmas, Women's Day, Independence Day, Kerala Piravi etc are celebrated with unity and fervour. Common lunches are organised where all the staff, Principal and management get together to share a meal in unity. A grand send off meeting is arranged to bid farewell to the retiring staff members in which the management also participates. The retired staff members are always invited for the major functions of the college whereby their contact with the college is constantly renewed. Moreover they have an organisation, Senior Academicians Forum (SAF) which meets often in the college premises. All this helps in bonding the BCM family together. Above all there is a good rapport between the management and faculty members.

Financial management and Resource Management

The institution has a well established mechanism to monitor effective use of financial resources. The various accounts are fully computerised. A clear budget is formulated every year and a tender/quotation system is followed for the purchase of items. Payments are made only through A/c payee cheques. Every transaction is supported with vouchers.

A special committee is assigned the duty of managing the UGC funds. It is externally audited by the AG/DD. The accounts of independent units like PTA, NSS, ASAP, UGC seminar funds, add-on courses etc are audited independently by a Chartered Accountant. All the stock registers are

maintained and stock verification is done every year. The last audit was done in the year 2012 and there were no major audit objections.

The major sources of institutional funding are through special fees from students, maintenance and contingency grants, fees from the self financing courses, PTA funds and the College Development funds. We have included the income expenditure statement of the academic and administrative activities of the last 4 years at the end of Criterion VI evaluative report.

The UGC funds are among the most important funds that form part of the additional institution funds. The seminars and workshops conducted by the departments are done with UGC funding and proper accounts are maintained for the same. The income expenditure reports are sent to the funding agency for their perusal. The UGC also funds the major and minor projects undertaken by the Departments and faculty members. Other additional funds include PTA, Alumni, Association, Students Union, NSS, ASAP, Add-on courses, NCC, Bhumithra Sena etc.

Internal Quality Assurance System (IQAS)

As a post accreditation quality sustenance and enhancement measure the institution established IQAC on January 17, 2004. The activities of this cell serve to internally check the quality of the education imparted. IQAC plans, directs and monitors all developmental activities in the institution and gives suggestions for improvement. At the beginning of the academic year the IQAC charts out an action plan for Quality assurance. It includes feedback about the faculty as well as the institution, internal examination schedule, Parent Teacher meetings, Alumni meetings, Department checks and the review of annual performance both academic as well as non-academic. The IQAC follows all the NAAC guidelines through the NAAC website. Taking into consideration all the activities of the college, the AQAR (Annual Quality Assurance Report) is drafted and submitted to the NAAC every year.

- All the quality enhancing policies of the IQAC have been approved and implemented with the help of the management.
- Self Appraisal of Staff
- Setting up of Equal Opportunity Centre
- Smart Board
- Office Computerisation
- Internet in all Departments
- Seminar Hall facilities upgraded
- Organise classes on skill development to foster global competencies

- Promote the use of audio visual aids.
- Modernisation of intercom connectivity

Active social workers like Smt. Latika Subhash, Secretary, KPCC and Cincy Parel, Councillor Kottayam Municipality, alumni of this college, are external members of the IQAC. They have rendered significant contributions, forwarded valuable suggestions and supported all projects and programmes of the institution.

Dr Annie Margret P. is a prominent member of the IQAC. She was much favoured as she is an alumnus of this college, both as a student and professor. She has proved her mettle in diverse fields as a teacher, mentor, philanthropist and research guide. She is the chairperson of the monitoring cell of the IQAC and is rendering valuable service in the functioning of the cell.

The quality assurance policies are communicated to the non-teaching faculty members through the office superintendent who is a member of the IQAC. All the members of the non teaching staff including the library staff are made aware of all quality enhancement measures and their implementation during the monthly staff meetings of the non teaching staff which is convened by the principal. The monitoring cell of the IQAC, monitors the performance of the support staff and suggests improvements.

The IQAC members are deputed to take part in Quality Assurance workshops and trainings. The IQAC Coordinator, Dr. Renju D., participated in a National level Workshop on “Effective Implementation of Quality Measures” conducted by Newman College, Thodupuzha in October 2012. She also presented a paper on the topic “Healthy Practices” at St. Thereasa’s College, Ernakulam for the NAAC sponsored National Workshop dated June 20-21, 2013. These members share relevant information to the faculty members at the following staff meeting. The innovative quality policies are implemented in the college with the consent of the Principal and management.

There is no formal Academic Audit, but informal Academic Audit is done in the college regularly. It is the mission of our college to provide quality education to its students and academic excellence cannot be maintained unless it is monitored regularly. The monitoring cell of IQAC reviews the procedures adopted for imparting quality education by visiting the departments periodically. The teachers are constantly prompted by the Principal and the Heads of the Departments to participate in seminars, workshops and conferences. The Heads of the Departments review the performance of the teachers in their respective departments and unhealthy practices are checked. The Principal also monitors the performance of teachers and students by visiting the Departments, classrooms and the labs, cross checking the internal marks, attendance registers, timetable, canteen etc. She is vigilant at all times about the quality of education imparted. The university results are reviewed by

the management and the Principal. PTA review meetings are conducted as part of academic audit.

The management, Principal and the IQAC play a key role in ensuring that the quality assurance mechanisms adopted in our college are in tune with the recent advances in the teaching-learning processes and research developments. This is achieved by the Principal and IQAC members attending various seminars, conferences and workshops related to quality assurance mechanisms. The College Principal is the treasurer of the All Kerala Principal Council.

The teaching-learning process is continuously reviewed by the Management, the Principal, IQAC, Heads of Departments, faculty, students, PTA, Alumni and all the other stakeholders based on the examination results, feedback and evaluative reports. Constructive methods like sending the faculty to attend refresher courses/Orientation courses/communication skill development/ ICT oriented courses etc and motivating the faculty to go for research are adopted. The identified slow learners are compulsorily made to attend remedial coaching and thus improve their academic output. The advanced learners on the other hand are given extra coaching and motivated to bring out their potential in their respective areas. These methodologies adopted bring about positive outcome in the teaching-learning processes.

The Principal and the IQAC members are in continuous contact with all the departments of the institution through meetings and online communication facility on matters of quality sustenance and enhancement. The institution communicates its policies to its external stakeholders through the College Prospectus, College Calendar, Website, News Letter, Notice Boards, Circulars, Press releases, College magazine, Banners, Awareness Campaigns, NSS camps, PTA meetings, Alumni meetings, public meetings etc.

CRITERION VII

INNOVATIONS AND BEST PRACTICES

Environment Consciousness

Bishop Chulaparampil Memorial College for Women emphasizes ecological consciousness by preserving a clean and eco-friendly ambience inside the campus. The college though stationed at the heart of the city is determined in its mission to green the college premises by planting trees and plants. A rain water harvesting system is established in the campus to conserve the monsoon fall. The green projects of the college are coordinated and implemented through Bhoomithra Sena and Nature Club. The activities of the department of Botany and NSS also contribute to develop an eco friendly culture in the campus. Above all, each department envisages and carries out their own projects for a green environment. As a shining feather in its cap, the college has been honored with the 'Clean Campus' award instituted by the Janamaithri Police.

Green Audit

The college conducts a green audit of its campus under the aegis of the department of Botany, Bhoomithra sena and Nature Club. The flora inside the campus is identified and classified. Name boards of the plants, indicating the species and scientific names are fixed to every plant variety to spread awareness on the need for guarding the vegetation. A special team, consisting of members from these three groups was constituted for analyzing the generation and healthy disposal of wastes and the methods for ecological rejuvenation of the campus and necessary changes have been effected according to their suggestion. As the team suggested, the incinerator was redesigned and properly established in a new location and in adequate height to facilitate due dispersion of flumes from the chimney.

Energy conservation

- ❖ The college has adopted a number of steps towards energy conservation. The attempts towards this venture start from classroom itself. There is a notice fixed in every class room reminding the students to "Switch off Lights and Fan after Use" to save power. To reduce consumption of electricity, incandescent bulbs are replaced with fluorescent tubes with electronic choke and CFL bulbs as far as possible. All unnecessary electrical connections are disconnected during holidays so as to prevent any untoward waste of electric power. Computer monitors will be in the 'off' mode to save power after each use. Rewiring and repairing works especially replacing of faulty plumbing are carried out promptly to check wastage of power and water.

- ❖ In 2013, we conducted seminars and programmes for students and staff on the theme 'Bio-diversity Conservation and Eco restoration' and 'Energy Conservation' by the departments of Botany and Physics respectively.
- ❖ NSS volunteers were primarily given a class on energy conservation methods in 2012 which was led by a team from the District Electricity Office, Kottayam, and as an extension, a power point presentation 'Plan it for Earth' was arranged for the whole students. The presentation dealt with the need to preserve natural energy sources and purity of earth.

As a campaign towards energy conservation, a survey was conducted among teachers and students on various domestic energy conservation methods adopted by them. The outcome of the survey is shown in the table below

Survey on Energy Conservation Methods among Students and Teachers

Sl No.	Energy Conservation Methods		Students(%)	Teachers(%)
1	Biogas unit		56.9	80
2	Solar panelling		15.7	70
3	Kitchen Waste management		87.5	98
4	Vermi composting unit		96.4	92
5	Rain water Harvesting		92.2	80
6	Electronic energy conserving equipments	CFL bulbs	76	99
		Electronic regulators for fans	86	98.5
	<i>Farming practices</i>			
7	Vegetable Gardening		84	89.5
8	Ornamental Plants		90	100
9	Tree Plantation		84	99
10	Eco friendly practices		88.13	99

The survey suggests that the above mentioned measures for energy conservation are effectively practised at home by the staff and students of this college. It shows that of the students, 76% and of the teachers 90% on an average use renewable source of energy and practice organic farming in their domestic circumstances. The survey was carried out to spread awareness on the need for energy conservation in the present scenario. The outcome of the survey suggests that the campaigns conducted by the college over the years to promote eco friendly practices were fruitful.

Use of renewable energy

A biogas plant kept in the college hostel utilizes the food waste to produce the fuel for the kitchen. This serves as an economical source of biogas fuel as well as a healthy system for disposing organic wastes. This process has helped to minimize waste and cut down LPG consumption. The slurry obtained from the plant is utilized in the vegetable and flower gardens.

Water harvesting

We have an effective rooftop rain water harvesting system to collect water. This system is expected to meet the water requirements of the institution. Drinking water scarcity being a rampant issue today, the college intends to highlight this venture as a good model and solution to be followed by other institutions as well.

Efforts for Carbon Neutrality and Plantation

- ❖ Inside the campus, carbon emission is minimized with proper waste management and by using only adequate and permitted number of refrigerators and air conditioners. To reduce pollution and unnecessary wastage of vehicle fuel the College restricts the entry of private vehicles inside the campus. Reducing the use of plastic being a way to reduce carbon foot printing, an audio visual presentation was arranged by the NSS unit to raise awareness on the need for a 'plastic free earth' in 2010.
- ❖ In 2011, the Department of Family and Community Science conducted ' **Haritha** ' – **A Green Initiative** ', creating awareness for a serene environment for all living creatures by holding a poster exhibition promoting reduction of carbon foot printing and the use of eco friendly fuels followed by an interactive session.
- ❖ We maintain a **Botanical garden** with a wide variety of flora and a number of medicinal plants. The Botanical Garden and the medicinal plants are well kept and well cared for by the staff and students of the Department of Botany and Bhoomithrasena.
- ❖ The college now cultivates a number of vegetables like plantain, brinjal, etc in the vegetable garden maintained behind the canteen. Organic manure is used in the garden.
- ❖ On World Environment day, the NSS unit launched a project to set up a medicinal plant garden in the District Hospital, Kottayam, which is nearby the college. In collaboration with the State Forest Department, the NSS unit and Nature Club initiated the project '**1000 plants a year**' by distributing saplings of various trees and medicinal plants to staff and students to maintain those at their own courtyard. In June 2011, the Department of Botany conducted a programme 'plant a tree plant a life' to get across the message for planting trees. The department frequently organizes seminars, awareness programmes and workshops

on the concept of biodiversity. '**Flora' 2011**, an exhibition and sale of medicinal plants was arranged by the Department as an awareness campaign which was attended by the students from various schools and colleges as well as the public.

Hazardous Waste management

We intend to make the campus a plastic free zone by avoiding the use of plastic as far as possible. Waste materials are separated into organic and inorganic wastes for its proper disposal. Disposing of plastic waste inside the campus is discouraged. Flex banners are substituted with cloth banners. All the departments use and distribute paper files at the time of conducting national seminars. The use of paper cups and paper plates are highly promoted and practised. The chemical wastes from the laboratories are made less hazardous to the maximum, using mild and diluted chemical solutions and semi micron test tubes.

E-waste management

The college replaces all the used up electronic equipments with the new devices. The used up and outdated electronic infrastructures are not kept in the campus. We have already hired a professional agency to take back the irreparable items to be recycled or replaced in a systematic manner. In 2011, Dr. M. Sreekumar, Public Relations officer, M.G University, presented a class for the students of the department of Computer Science on the theme 'e- waste'. The class dealt with methods for effective management of e- wastes.

Academic courses /programmes that help to study Environment

- The Department of Physics offers '**Energy and Environmental Studies**' as their open course providing guidance for students on energy management, environmental protection and waste management.
- The Department of Chemistry has selected '**Environmental Chemistry**' as the elective paper.

Other Activities to foster an Eco-friendly Culture in the campus

- ❖ During 'Onam' the college conducts '**Harvest Fest**', a festival cum sale of products from organic cultivation which is well attended by the students and staff. The profit from the sale is used for student support activities.
- ❖ In 2011 and 2012 Family and Community Science Department conducted a community reach out programme for women to reuse waste materials by making products from it. 'Waste is no more Waste' was the caption of a competition organized by NSS to carve out useful items from waste materials.
- ❖ Every year the staff and students voluntarily take part in the 'Clean Kottayam' venture undertaken by the Municipality, affirming their responsibility to preserve a clean environment.

- ❖ The college magazines published in 2012 and 2013 have highlighted environmental issues as the general theme of the magazines, to draw students' attention in this direction.
- ❖ All the activities of the Nature Club strengthen the institutional link with ecology. The nature club members visited a man made forest in Neeleswaram in 2010 as part of their policy to visit a place of natural beauty and significance every year. In 2011 September, a class by the faculty of the department of Botany was organized for the members to introduce them to '**Kamba**', a waste management system. The club visited 'Jais Farm' a single ownership farm to know more about farming practices in the same year. The members participated in an intercollegiate exhibition of '**products from waste**' in 2012 held at Baselius College Kottayam with their own products made from waste materials. On World Environmental Day in 2013, under the auspices of the Nature club an essay competition and seminar were organized on the theme 'Environment and Climatic Change', encouraging the students to respond to ecological issues.

Research Activities to Promote Environmental Consciousness

Research Projects

Name of the Project	Project Director	Nature of project	Funding agency	Year
Eco Friendly Waste Management in and Around Kottayam District, Kerala with Special Emphasis on Plastic, Rain Water and Selected Organic Waste'.	Dr. Peter K.V Mani (Botany Dept).	Minor	UGC	2010.
Documentation and Ecological Parametric Assessment of the Nelumbo species in the Aquatic habitat of Vembanadu Wetlands of Kumarakom, Kottayam'	Dr. C.A Sabeena (Botany Dept).	Minor	UGC	2013.
Determination of Water quality Parameters of Water from Various Sources from Kottayam District during different seasons with special emphasis on Meenachil river /Kumarakom	Dr. Magi John. (chemistry dept)	Minor	UGC	2011.

Publication

1. Dr. C.A. Sabina: Geographical specialties and Natural Diversity of Kerala in the Book ‘ Introduction to Kerala Studies Volume I edited by J.V. Vilanilam, Antony Palackal and Sunny Luke. 2012
2. Dr. Peter K. Mani: “Floristic wealth of Kerala” in the Book ‘Introduction to Kerala Studies Volume II edited by J.V. Vilanilam, Antony Palackal and Sunny Luke. 2012.
3. Dr. Peter K. Mani: “Nature’s visual feast: Ornamental plants of Tropical Kerala” in the Book ‘Introduction to Kerala Studies Volume II edited by J.V. Vilanilam, Antony Palackal and Sunny Luke. 2012

Paper Presentations

1. **Dr. Reeja P S** presented a paper on Eco restoration – ‘A Need to Sustain Human Being’ in the National Seminar organized by the Department of Botany on 26th July 2013
2. **Mrs. Riya Susan Scariah** presented a Paper on ‘Ecological Anxieties and Bio regionalism in *Gift in Green*’ in the National Seminar organized by the Department of Botany on 25th July 2013
3. **Dr. C.A.Sabina** Presented a paper ‘ The use of Renyl Family Index to compare and quantify Diversity in a Biodiversity Assessment in ground flora of Rubber Plantations’ in the proceedings of International Conference on Sustainable Agriculture organized by The department of Botany, on 7.02.08 in CMS College, Kottayam, Kerala

Seminars/Conferences Organized by Various Departments

Name of the Seminar	Theme	Department	Year	Funding Agency
National	Energy and Environmental studies	Physics	2012	UGC
National	Bio-diversity Conservation and Eco restoration”	Botany	2013.	UGC
Regional	“Energy conservation”	Zoology	2009.	Department
Regional	Vermi Composting and Bacterial Composting	Zoology	2011.	Department
National	“Green Chemistry	Chemistry	2012	UGC
State	Bioinorganic Chemistry”	Chemistry	2010	UGC

Seminars Attended by faculty members

Organizing team	Faculty	Theme	Year
Ecological Commission	Dr. Celinamma Joseph	“Religious response to ecological challenges”	2013
UGC academic staff college JNU, Delhi	Dr. C. A Sabina	Refresher course on “Environmental Sciences”	2011
Indian institute of Science	Dr.C.A Sabina.	YETI (Young Ecologist Talks and Interacts)	2010
International conference by dept. of Botany C.M.S College, Kottayam	Dr. C.A Sabina.	Sustainable Agriculture and Green Environment	2008 08

Other Activities to Promote Environmental Consciousness

- 1) A Street Play was organized by Department of Botany on World Environmental Day named ‘plant a tree, plant a life’
- 2) Glimpse of Majesty- a poster exhibition on tiger conservation, conducted by Dept. of Zoology on 28/1/2011.
- 3) Dept. of Sociology conducted a debate competition on the topic “Are human beings responsible for global warming” on 21/06 /2013.
- 4) Dept. of Sociology conducted an inter departmental quiz competition on the topic “Environmental Issues” on 17/07/ 2013.
- 5) An exhibition was conducted by NSS team on theme “Waste is no more waste” on
- 6) A photography and movie club has been mooted by the Department of Botany in 2013 aimed to promote ecological values
- 7) A poster presentation and competition is conducted every year by the department of Chemistry on environmental issues.

Innovations

The College introduced a number of innovations in infrastructure, teaching and learning, administration, student support and progression. Being an institution for women, our college always lays stress on the empowerment of women. To achieve this goal, every year the college introduces innovative practices. In 2013, the main focus was to equip women with self defense strategies like Karate and Kalari. A performance of the trained students was later arranged to inspire others also to acquire these skills. **A fitness centre** works inside the college under the guidance of the department of Physical Education to promote health and fitness among students and staff. The centre is well furnished with all exercise and fitness equipments. The Department offers certificate courses and training in Kalari, Karate and Yoga.

Along with physical fitness, emotional and psychological well being is instrumental for individual growth. Bearing this in mind the college has brought into practice facilities such as counseling centre and mentoring system. Individual academic growth of students is ensured through remedial coaching.

Counselling Centre: The College has formally started a counseling unit. We have two counselors to help the students to unravel the various academic and emotional stress of the students. The counselors and trained teachers of the college and professionals together monitor the activities.

Mentoring/ Value Based Orientation Classes

Students are provided with a chance to interact with their mentor once in every month or at any time they want to. They are given value based talks and mentors spend their time in listening to their grievances. The mentor gives them good moral and spiritual guidance which will enable them to handle problems with greater emotional strength. The students are also given career guidance during these sessions which help them to choose wisely further areas of studies after completion of their undergraduate programme. Academically weak students are supported through remedial Coaching. Our own faculty members are involved in remedial coaching, finding extra time for coaching without affecting class hours.

Remedial Coaching

Students who find it difficult to follow the pace in the class are given extra attention by the teachers after class hours. The remedial coaching scheme funded by the U. G. C is effectively in place in the college. Slow learners are provided with coaching classes between 9.15 and 10 am in the morning, 1.30 to 1.45 in the afternoon, and after 3.40 pm in the evening.

Effective Canteen Management by the Faculty

- Canteen management is effectively carried out with support from the Food Science and Quality Control Department. Canteen management is not entrusted to any external agency but it functions with internal support and participation in governance and management. The quality of food is maintained under the supervision of a quality control expert team from the Food science and Quality Control Department.

Innovative Practices in Infrastructure

Online Attendance System

The college has a specially designed site to register student's attendance and academic details systematically. The system enables the teachers to evaluate the individual and class wise percentage of attendance regularly. This facility has been proven to be an effective method to check irregularity in attendance.

Automated college library/reading room

The college library performs the vital function in the educational process as it is the key source of information for the academic community. We can proudly say that our library is well equipped to provide enough facility to enhance teaching and learning processes. Recently we introduced a digitalized cataloging system to access the books and journals.

An Upgraded Audio Visual Seminar Hall

Sr.Savio Memorial Audio Visual Hall has all the aids needed for an audio visual presentation. The hall is made available for seminar presentations of students using audio visual aids. The facilities here can also be used to conduct other national seminars or to view academically relevant films and slide shows.

Language Lab Upgraded

The Department of English has a well equipped Language Lab to provide training to the students in English Language. The lab is recently revamped with advanced equipments for the students to get a technically assisted training towards improving their language skills like pronunciation and fluency. Recorded CDs are played on so that the students can listen to and correct their pronunciation. Thus students learn and practice in a new ambience.

Smart Line

An online system to facilitate counseling for students is arranged by Family and Community Science Department.

Other Innovations in Infrastructure and Student Progression

- Centralized Computer Lab
- UGC sponsored PG Hostel and new block for self financing courses.
- Admission process has been computerized
- College office completely modified with adequate number of computers.
- Intercom facility to connect different departments inside the college
- Drinking water facility ensured by water purifiers in each floor
- IQAC reviews the activities of the current year and makes plans for further improvement in the forthcoming year.
- Ample wash room facility is made available in each floor
- A Health Center with adequate first aid facilities functioning within the campus
- Grievance Redressal Cell functioning smoothly for many years and the grievances of the students and staff are addressed duly.

The college management committee wholeheartedly welcomes and renders their support for introducing desirable innovative practices in all academic and non academic fields.

Best Practices

Outreach Joint Action to Strengthen Society - BCM OJASS

The primary goal of education rests on shaping productive citizens with a sense of commitment to social, cultural and environmental issues. The college imparts this spirit of education to its student community.

BCM OJASS or Outreach Joint Action to Strengthen Society is an action oriented and continuous programme constituted for the sake of realizing a more desirable and healthy society. BCM OJASS was constituted with an intention to instill in its students a sense of obligation to be responsible citizens. Every individual is bound to contribute to the society where one dwells. OJASS functions as a platform to fulfill our aspiration for a better world with active involvement from all fields. We stand witness to how OJASS played a role to add brilliance to many lives eclipsed due to deprivation in terms of economy, educational facilities and human rights. OJASS is only one among the many channels functioning in the college to boost the social morale of the students.

Objectives

The main objective of BCM OJASS is to motivate the student community to be sensitive to social issues. The college lays special emphasis on social activities through OJASS to mould students in that direction.

The specific objectives are

- 1) To address the specific needs of the community in academic and non academic sphere by providing educational facilities and other non academic aids.
- 2) To encourage the students and staff to be sensitive towards social issues like economic and educational deprivation of certain communities and tribes
- 3) To act as an agency against social atrocities like child abuse
- 4) Development of human resources in underdeveloped areas providing them with educational aids and scholarships and by conducting personality development programmes
- 5) Upliftment of the deprived in underdeveloped areas such as the tribal settlement in Kanthallore
- 6) To provide counseling and guidance to children in difficult situations.

Context

To create a healthy society, the youth needs to be groomed with a sense of duty towards social and cultural environment. The goal of education is also to enable one to become the voice of society. We wish to see our students evolving with a willingness to safeguard the socio-cultural values to build a better society. The general notion is that the urban dwellers devalue socio-cultural values. Since our institution is situated in an urban area we deem it our responsibility to turn students' attention towards social issues. It is also

found that these attempts have resulted in a positive turn in students' attitude towards society and people.

The Practice

BCM OJASS (Outreach joint Action to Strengthen Society) was started in the year 2009, as a registered society with the objective of undertaking welfare programmes and extension /outreach activities of the college. A number of initiatives have already been undertaken through OJASS to enhance the living conditions of different categories of people. The staff and student community render whole hearted support for everything OJASS stands for. The dynamic involvement of the students in its activities is what makes it an endearing and prestigious project envisaged by the college. The extension activities of the Department of MSW are mostly carried out through this interface. Important activities initiated by the society are:

- 1) Educational Revolving Finance Scheme for providing educational support to economically weak students. This money will be paid back by the students as installments/one time payment without any interest when the financial condition of the students improves or on getting a job.
- 2) Educational assistance scheme for supporting economically weak students
- 3) Sponsorship programmes for children where people are encouraged to sponsor children for educational related needs.
- 4) BCM OJASS has been appointed as the district nodal agency for CHILDLINE (A project of Ministry of Women and Child Development)
- 5) Implemented UNICEF's Pilot project for the protection of children with special focus against child abuse in Vijayapuram Panchayat.
- 6) Child resource centre
- 7) Education and personality development programme for children in tribal settlement which includes provision of educational aids, awareness sessions, personality development programmes, providing library facility etc.
- 8) Medical support in emergency
- 9) Undertaking projects on socially relevant areas/ issue
- 10) Counseling center
- 11) Adoption of a tribal colony in Kanthallor panchayat of Idukki district for educational development project.

The upliftment of the socially and economically backward Pongampally tribal settlement in Kanthallor Gramapanchayat with special focus on the select number of children of the area is a project implemented with fruitful results. Pongampally is a tribal settlement with a significant population of Hill Pulaya community. Endogamous in nature, this hill pulaya community is socially, economically, politically and culturally marginalized from the mainstream

society. Their unique customs and practice often prevents them to go in parallel with mainstream modernism and they remain in darkness, neglected and unattended.

Our relationship with Pongampally tribal settlement started off with a rural camp conducted by the Social Work Department of our college in 2010. Thereafter the Department took on a number of issues pertaining to the tribal colony. The department's commendable services in Pongampally include a socio-economic survey, visits to nearby tribal settlements like Palapetty and Chambakkad, to have a direct knowledge on tribal life. A number of entertainment activities were also arranged by the team for the children and for the whole community. Children of Pongampally performed their special talents in BCM College as part of cultural exchange. These visits and interaction with the tribes in the settlements prompted the college community to build a support system.

In the second phase of the project, our attention focused on extending support for the select number of children from the Pongampally tribal settlement. The Educational development Project for those tribal children in Pongampally includes:

- Distribution of education kit to all children(including uniforms and other study material)
- Tuition facilities
- Library facilities
- Skill development programmes
- Children's club

The funding for the project is generated from staff and students. Staff and students from the college pay timely visit to the settlement to extend their help in every area. The whole college community is very much eager to ensure the welfare of Pongampally through constant visits and interaction.

The college functions as a nodal office of Childline and its activities are also channeled through BCM OJASS. Dr. Ipe Varghese of M.S.W department is functioning as the director of the nodal office. Every type of violence against children is addressed by a team comprising of members from the nodal zone. So far the team dealt with a significant number of cases related to violence against children, denoting the prevalent nature of the crime. Complaints are referred to the officials in the nodal office regarding child abuse, domestic violence from close relatives and physical or emotional exploitation of children. Immediate and effective steps are adopted by the office to safeguard the children from further struggle. Various activities conducted through OJASS as an agency of child line are:

The action project of social work department: The action project was initiated by department of social work to create protective environment for

children. The following programmes have been undertaken as part of this project.

- Two faculty members are trained in TULIR, Chennai to take initiatives against child sexual abuse.
- Organized two days capacity building sessions for counselors, social workers, and teachers in creating a protective environment for children against sexual abuse.
- Prepared a radio drama 'Silent Sobs' in Malayalam and aired in All India Radio on 06th Nov 2009.
- Undertaken a pilot project of UNICEF for implementing programmes to create protective environment for children in Vijayapuram Panchayat of Kottayam District. The following are the major activities carried out as part of this project:
 - Organized a training camp for resource persons
 - Conducted classes for Kudumbasree workers and PRI members on various aspects of Child Rights
 - Conducted awareness session for all school teachers in all schools of Vijayapuram Panchayat
 - Constituted Child Protection Committee in Vijayapuram Panchayat
 - Conducted programmes in children's club, schools in other areas and among parents on child rights and other related issues
 - A team from the college acts as resource team on child rights
 - Prepared IEC materials (hand book for children, handbook for teachers and parents, poster for awareness, posters for creating awareness among children, short film against child sexual abuse)

Some of the programmes and awareness campaigns of Childline are conducted in the college for the students to have an insight into different levels of abuse of human rights. These activities are a window and eye opener for the rest of the student community to respond to social issues.

Other Programmes to Engender Social Responsibility through OJASS

- To express allegiance to public agitation against social injustices like atrocities against women and children
- Distribution of food packets to inmates of Navjeevan trust, and patients of District Hospital, Kottayam once in every month in an attempt to reach out to the community with specific need.
- Providing food packets and clothes to victims of natural calamity to assure student support to the afflicted.
- Staff and students provided financial and moral support for the house construction venture for a needy student. We plan to take up this project as a continuous process with the motto 'A House a Year'.
- In every class room we keep a box for the students to contribute their share for social responsibility programmes. The amount collected

every month is utilized for providing financial assistance to the needy and a part of the amount is used for the welfare of the children at Kanthallore.

Evidence of Success

The activities initiated and implemented through BCM OJASS are well appreciated in many academic and social circles. OJASS could bestow grace and dignity to many lives groping in darkness. 16 children in Pongampally who receive support from OJASS gained eligibility for higher studies. One among the 30 children went for post graduation. We continuously monitor the academic progress of the students and render help through tuition classes managed by our own students and teachers. We believe that OJASS could impart a positive change in the social and academic climate of Pongampally. We have been able to connect with society at large through OJASS in a highly efficient and productive manner.

Child line without doubt is a highly positive project for the well being of children due to its genuine efforts to prevent child abuse. Being the nodal office of Childline of Kottayam District, the college announces its firm stands to protect human rights. The activities in this area attract the attention of the student community to the relevance of having a dynamic social conscience. Child line was able to effectively intervene in the life of so many young buds to come back to their normal self. Being the protective shield of children it functions as a medium to bring a sparkle of light in many lives.

The activities of OJASS provide a framework for the institution's social activities. We have firm faith that this interface is a searchlight for us to reach out to the needs of the community to make it a better place for all.

Best Practice II

Creating an Empowered Self

BCM College for Women with its motto '**wisdom and grace**' is committed to empower women, especially the students who pass through her portals seeking enlightenment. In its endeavor to mould socially committed, intellectually enhanced and spiritually oriented students, the choice of best practice **empowering the self** finds a unique dimension.

Title of the Practice

Women Empowerment

The idea of an empowered woman is the concept and realization of the vision of the institution – *When you educate a woman, you educate the whole family*. To lay foundation for a healthy society and nation, we believe, an empowered women community is an essential component. We envisage and try to forge a physically empowered, intellectually vibrant, emotionally strong, and spiritually oriented woman community inside the campus through various activities.

Main Objective: - The current socio- political and cultural scenario demands effective interventions to effectively empower women in all aspects. Thus moulding them to become upright and committed individuals in both body and mind is found to be a case of contemporary relevance.

Other Objectives

- To create a favorable environment inside the campus for the women to facilitate the academic growth.
- To initiate the women community to the courses that promote employability and entrepreneurship like the new add-on courses and certificate courses.
- To equip them with self defense techniques for the overall well being of the personality.
- To promote awareness on human rights to avoid being exposed to hostile situations.
- To energize the women to get involved in social activities to gain an exposure to public issues.
- To provide training in technical and soft skills to improve career prospects.
- To foster a spiritually oriented culture in the institution to impart spiritual values
- To provide a chance to connect with ecology to contribute to sustainable development

Context:- Since ours is a women's college, we feel it our responsibility to build an active and empowered women community well equipped to face the world with fortitude and wisdom. A developed society in its true sense contains empowered women. Even in contemporary society atrocities against women are on the rise. To put an end to this, women have to be moulded from early stage onwards to protect themselves in hazardous situations. The multifarious training that she receives from her educational institution should equip her to face the world with courage and determination to find a place of her own. To realize this goal, we have charted out a series of programmes, action plans and inclusive practices like fairly organized college election with active student participation, leadership training, personality development classes, union activities, skill development programmes, and involvement in various club activities for the development of women's identity and self. Time constraint and the task to mobilize all students to the mainstream are all challenges faced, while implementing this practice. But with adequate support from all corners, and through systematic planning we could surmount these issues without much difficulty.

Practice

The college has adopted certain special initiatives to accelerate the process of empowering women. We aim at achieving this goal by providing diligent training such as coaching for self defense, workshops for developing life skills, orientation for career placement and legal awareness against exploitation and atrocities, for her overall development. The college Women's Forum organizes and coordinates these initiatives to empower women.

Specific Programmes for Empowerment

To harness their capabilities and mould them to be self reliant by way of guidance in entrepreneurship and skill development, the following programmes are offered by various departments.

- ❖ The Department of Botany offers 'Aesthetic Treatment from Nature' as add on course.
- ❖ The Family and Community Science Department conducts a Certificate Course for 'Flower Arrangement'.
- ❖ The certificate course on 'Mushroom Cultivation' is offered by the department of Botany. This course introduces the students and the local women folk to some tips and standards to cultivate mushroom in the local climatic conditions.
- ❖ Commerce Department has 'Tally' to offer as Certificate Course to initiate the students in the basic level of accountancy.
- ❖ 'Journalism and Communication' the Certificate Course offered by the Department of Sociology provides all students a chance to think of taking up journalism as a career.
- ❖ Various departments conduct field trips and industrial visits to familiarize students with new entrepreneurial climate.
- ❖ Coaching for Bank test is arranged inside the campus through an external agency.
- ❖ Exposure to various career options through career cell which conducts career orientation classes for updating students' familiarity with new job oriented courses.
- ❖ The students of the department of Economics and Commerce organized classes on e- banking and other basic level of banking to women of neighboring locality as an extension of the academic activity.
- ❖ Banking, orientation classes, classes on family budget and guidance in entrepreneurship skills are provided by the students of Economics for Self Help Group like Kudumbasree.

Self Defense

- The college conducts legal awareness classes on human rights with special focus on women's rights as a weapon to safeguard them against atrocities. The NSS unit of the college organized a cyber awareness

campaign in association with Kottayam District Police. The programme was inaugurated by the District Police Chief Sri. C Rajagopal IPS. Experts from Filanza Securities led classes. The class 'Ways to prevent Cybercrimes' informed students of different ways to check cyber crimes.

- Training for martial arts is provided to the students as a self defense technique. The girls students practice Karate and Kalari in the morning and evening sessions. Staff and students can also attend the Yoga classes in the campus before or after the class hours.
- College focuses on organizing Legal Awareness class against gender discrimination. Screening of documentary or film shows on relevant topics is also conducted.
- Enacting and hosting street plays in collaboration with different NGOs are also attempts towards this cause. The MSW department spearheads this venture by conducting skit competition, presenting mimes and organizing talk by eminent personalities on the relevant issue.

Building of an Emotionally Healthy Persona

- ❖ The college provides two trained counselors to assist the students to maintain a healthy and emotionally balanced personality. Class and seminars by SAMM (Spirituality and Mental Health Centre), value education classes by the tutors, personality development class, orientation classes, mentoring and tutorial classes are intended to bring about a positive turn in individual temperament and disposition.
- ❖ Anti ragging Cell and Grievance Redressal cell function in the college to address the grievances and for creating a positive atmosphere in the campus for over all development

Spiritual Orientation

We consider spirituality as a channel to have an aura of positive energy throughout life. A spiritually oriented culture is maintained in the college for the student community to have a healthy perspective towards life. The activity of the Catholic Students Movement (CSM) is an instance of how the student wing of a spiritual movement can effect a favorable change in the lives of others. It exemplifies how action oriented spirituality can attain a greater level of elegance. The students, a majority of them being women, collect food packets once in every month and hand it over to Navjeevan Trust, a charitable society. Annual spiritual renewal programmes are arranged for staff and students for spiritual regeneration. A strong sense of spirituality is an added advantage and power to women community to tackle the myriad issues of life.

Comprehensive Development of Women

The college aims to bring about desirable and healthy development of the personality of its students through a series of programmes as listed below.

- Through participation in co- curricular activities, in arts club activities, sports and university youth festivals.
- Participation in inter collegiate activities and competitions such as Sr.Savio Elocution competition, Sr.Luciya Quiz Competition, Madam Ramani Tharayil Quiz Competition, Sr. Michael Debate Competition and Sr. Alphonsa Cookery Competition.
- Remedial coaching for needy students
- Involvement in the activities of NSS unit
- Involvement in college union activity and in the election process
- Students are given a role in canteen management
- Student's involvement in the functioning of the BCM college co-operative society
- An equal opportunity center is functioning in the college to ensure equal opportunity to female students.

Contextual features and challenging issues

During this eventful process, the barriers faced were many and varied. The time factor was a setback. The institution has to conform to the time schedule setup by the university. It has been a herculean task to finish the academics and supplement it with the programs of the best practice. The program faced another lacuna in getting resource persons or expertise for certain areas. This was overcome by the well trained faculty within our own institution. Being a women's college another hindrance was the societal and parental restrictions on sending their wards to far flung areas to put the practice into action. This hindrance was surmounted by enabling the parents to recognize the need for action and the responses were fruitful. The PTA which is a support system for all the institution's effort rallied around and furnished necessary help and support. Though finance was a crunch in the initial stages this was overcome by generous contribution from the alumnae, SAF(Senior Citizens Forum), staff associations and UGC.

- Student oriented, meaningful and context related programmes were identified prior to the commencement of the academic session through Association/Department yearly plan.
- Within the time frame featured by the university it was difficult to conduct all the programmes. Extra time was carved out in the morning and evening to conduct the programmes and that includes counseling and mentoring for the student community. Smt. Anice Mathew and Smt. Rebecca George, members of SAF (Senior Academicians Forum) have taken up the challenges for counseling the students. Extra time was utilized for programmes like career guidance, ASAP and field visits.

- Committed faculty members took up the challenge to impart value education classes to their wards.

Women empowerment as a healthy practice is basically the creation of an environment where women can make independent decisions on their personal development. This best practice encourages and develops skills among the student community enabling them to be self reliant which creates socially committed and intellectually oriented human beings.

Evidence of Success

Introduction of this best practice can tell several success stories which have rekindled the institution's quest for strengthening the program.

- Students who have completed add on course in aesthetic treatment from nature have set themselves on enterprises.
- Participants of the flower arrangement courses have become successful florist and interior decorators.
- The participants of the tally certificate course and other related course have used their knowledge for career placement.

The students who have completed courses from this college work in prestigious positions in and outside India. The alumni meeting conducted every year exemplify how this institution had made a good impact in moulding our students. This function provides us ample examples of how our women students have surpassed the challenges of life to emerge as successful entrepreneurs, independent decision makers and able individuals.

Our students won laurels in various intercollegiate, university youth festivals and sports events. BCM Khabadi team became winners of M.G university Khabadi championship. For Wrestling, our team had won a number of championships. In the M. G university youth festival our students win prizes every year. Apart from this, the students prove their mettle in the programmes conducted within the campus such as college day celebration, arts fest, association programmes and celebration of days of importance.

In academics the college generates a number of rank holders every year. This explains the institution's commitment towards academic brilliance of the students. We provide maximum exposure to students by encouraging them to participate in Literary fests, Science fests and other such intercollegiate events organized by other colleges..The Drama team of the department of English has won prizes in three consecutive years in the intercollegiate Shakespearean drama Competitions held in different colleges.\

NSS and NCC units function effectively to create a conviction in students on their citizenship role and responsibility. Our NSS unit was selected as the best NSS unit in M.G University in the year 2012 and the college was adjudged as one of the best colleges conducting service programmes by the M. G University.

Empowering women is the mainstay of the Government policy. We believe that BCM has provided a platform for enhancing activities leading to women empowerment among its students through its academic as well as social outreach programmes which are beneficial to both the individual and the society as a whole.

Empowering the women community and reaching out to the needs of the society, the best practices of the college, highlight the essence of the mission statement of the college. BCM family stands united in its efforts to fulfill the aims and objectives of these two practices and thereby the institution promises to be an inspiring model for a positive turn in society.

POST ACCREDITATION INITIATIVES 2008-13

Sl. No	Initiatives	2008	2013
1	Student Enrolment	1452	1845
2	Add on	4	6
3	Lab	13	16
4	New Courses UG	1. B.Sc. Computer Science	B. Com. Computer Application
	PG	1.MSW 2. M.Sc. Maths	MA English M. Com. Finance M. Com. Taxation
5	Library Books	44862	47931
6	National seminars	1	9
7	Minor / major research projects	3	16
8	Computers	72	93
9	No. of PhD's	11	19
10	LCD projectors	3	8
11	Smart Classroom	Nil	1
12	Wi-Fi	Nil	6
13	Intercom	15	19
14	Public Address System	All class rooms have loud speaker	Renovated
15	Gym	Multi Gym with 12 stations	Multi Gym with 12 stations
16	Health Centre	1	Renovated
17	Generator	1	25kv
18	Cooler	2	7
19	Photostat machine	2	3
20	Coffee bar	Nil	1
21	Canteen	1	1 Managed by faculty
22	Seminar hall	6	8
23	A/C hall	Nil	1
24	PG block	Nil	1
25	Sports facilities	10 (Sports Field- Sr.Savio Basket Ball Court, Hand Ball Court, Cricket Pitch, Tarred Out Door	9 (Sports Field- Sr.Savio Basket Ball Court, Hand Ball Court, Tarred Out Door Shuttle

		Shuttle Badminton Court, Table Tennis Room, Kabaddi Court, Yoga Centre; Gymnasium, Fitness Centre, Women's rest room,)	Badminton Court, Table Tennis Room, Kabaddi Court, Yoga Centre, Gymnasium, Fitness Centre, Women's rest room,)
26	Fund from UGC	7,56,000/-	9,533,455

The post accreditation period 2008-13 was utilized to realize the recommendations made by the NAAC peer team during their second visit in 2008. The team had pointed out many features that were unique to this institution and recorded their satisfaction about the various programmes and features of the college. The main thrust of the peer team recommendation was on the lack of sufficient PG courses and research activities in the college. We can proudly state that 5 PG courses have been started and 2 more have been sanctioned by the Government. The peer team had recommended the choice of add-on courses based on fortifying the professionalism in the traditional courses. All the six Add-on-Courses are structured to strengthen professionalism and enhance the employability skills of the students. As observed by the team research and publications by the faculty have been promoted and there is a research committee functioning in the college to co-ordinate all the research activities of the faculty and students. Six teachers have acquired their Ph.Ds, six more are currently pursuing their Ph.D, 16 have undertaken Minor Research Projects, books have been published and paper presentations and publications are regularly done in National / International seminars. The IQAC has been revamped as per the recommendation with the inclusion of stakeholders and a senior academician who regularly monitors the college academic activities. SWOC analysis is done with the input and data provided by IQAC to raise the standard of the institution from a global perspective. The new technologically enabled pedagogy demands universalization of ICT education. Information technology is introduced by the university for all the syllabi. This has made computer literacy mandatory and classes and seminars are done with the help of audio visual aids. This has also been done as per the previous team's recommendations. The Equal Opportunity Centre sees to it that gender justice and inclusion of the diverse status of the students are well cared of. The Language Laboratory has been digitalized to impart language proficiency to the students thus enhancing their confidence and employability skills which has been pointed out by the peer team. Knowledge management is a vital aspect of any academic institution and with this view, seminars, departmental, national and international are

conducted annually which give the faculty the much needed exposure regarding the changing trends in the field of knowledge. This being mainly a women's college and women being a vital part of any society, life skills guidance is taken up seriously. Health awareness classes, legal information by eminent lawyers, tutoring, mentoring, counselling and leadership training programmes are all conducted to foster holistic personalities in the students. The students are encouraged to improve their self-employment skills and make money through small scale ventures like jewellery making, flower arrangements, dress designing, typing etc. College canteen is managed by the staff and students of Food Science Department. Flower arrangement, mushroom cultivation, vermi compost preparation are all taken up by students under the able guidance of their teachers. Extension programmes have been made theme based and BCM OJASS, a student development and outreach centre, functions in the college to coordinate all the extension activities happening inside and outside the campus. The main theme for the extension activity is social commitment. Surveys are primarily conducted to locate the needy of the society. Their needs are assessed and categorized and help is extended to meet their requirements. Childline and Smartline are two helplines working within the college to provide help for children and teenagers. As per another recommendation by the team, the library has been automated with OPAC / KOHA. The reorganization of the library to provide facilities for the disabled, to attract students to spend their time in the spacious, well lit reading room and the digitalization of data had increased the number of subscribers to it. The student friendly ambience and the extended working hours of the library along with the increase in volumes and journals and newspapers have made our library a much sought after haven for the students and teachers. The Physical Education Department has incorporated new equipment and new certificate courses to improve the sports culture of the students. Our students are University Champions in Kabbadi, Taekwondo, Wrestling, Power Lifting, Athletics and Cycling.

Other post accreditation initiatives include the construction of additional rest rooms, the new PG block and the new women's hostel within the campus. The computers with internet facilities are made available in all the departments. A smart class room with all audio visual aids has started functioning. Many classrooms use white boards. Mini seminar halls have been increased. The canteen is now managed by the staff and the ambience has been improved. A renovated health room has been installed. A new NCC unit was sanctioned. Awards and recognitions were gained by the National Service Scheme (NSS). In collaboration with Government of Kerala the college became a participant in the Additional Skill Acquisition Programme (ASAP). During the last training the college was awarded a '4' star Grade, where 5 star is the maximum. Scholar Support Programme funded by Higher Education Council, BhoomithraSena sponsored by the Directorate of Environment and Climate Change, Kerala Govt. to preserve nature, grant worth almost 1 crore from

Department of Science and Technology, the innumerable theme based extension activities by BCM OJASS, focusing on children, youth, elderly, destitute, tribal folk etc. are all some of the activities which may be highlighted during the Post Accreditation Period. We are presently prepared for the third cycle of accreditation and the preparation of this Self Study Report has made us realize our strength, weaknesses, opportunities and challenges. The Peer Team Visits and their recommendations have enabled the institution to rectify its short comings and scrupulously evaluate itself to overcome all the obstacles that stands in the path towards excellence. We may proudly say that the students, the faculty, the management and the stakeholders have joined hands to make this institution one of the best women's colleges in the state.

A stylized graphic of a notebook with a light green cover and a white page. The page has rounded corners and a small grey tab at the top left. The title is centered on the page in a bold, purple, sans-serif font.

**EVALUATIVE REPORTS OF
THE DEPARTMENTS**

DEPARTMENT OF ENGLISH

1. Name of the Department : **English**
2. Year of Establishment : **1955**
3. Names of the Programmes/Courses Offered:

Name of the Course	Year of Commencement	Aided/Self Financing
B A English Language and Literature	1993	Aided
B A Vocational English	1997	Aided
M A English Language and Literature	2013	Self Financing

4. Annual /Semester /Choice Based Credit System

Year	Scheme
2008 to 2011	Annual Scheme
2009 to the present	Choice Based Credit and Semester System (CBCSS)

5. Participation of the Department in the Courses Offered by other Departments

Departments	Open Courses
Mathematics	Applicable Mathematics
Physics	Energy And Environmental Studies
Chemistry	Chemistry In Everyday Life
Botany	Micro enterprises
Zoology	Human Genetics, Nutrition, Community Health And Sanitation
FACS	Self Empowerment Skills
History	Social Implications Of Modern Revolution
Economics	Readings In Economics
Sociology	Elements Of Social Psychology
Commerce	Fundamentals Of Accounting
Physical Education	Physical Health And Life Skill Education

6. Courses in Collaboration with other Institutions

ASAP: The college is a training partner in ASAP (Additional Skill Acquisition Programme), a project of the Government of Kerala, aimed at the skill development of the students in Communicative English and

Information Technology, organized and managed by the department of English

7. Details of the Courses /Programs Discontinued (if any) with Reasons

Add on Course in Communicative Skills in English conducted from 2005 to 2012 was discontinued from 2012 onwards. CBCSS syllabus has the same content as the Add-on Course.

8. Number of Teaching Posts:

Name of the Post	Sanctioned	Filled
Associate Professors	2	2
Asst. Professors	7	6

9. Faculty Profile with Name, Qualification, Designation and Specialization

Permanent Faculty

Name	Qualification	Designation	Specialization	No of years of Experience
Dr. Renju D	MA, M.Phil, Ph.D	Associate Professor	Diaspora, Gender studies	31
Dr. Teena Anna Thomas (Loss of pay leave till March 2017)	MA, Ph.D	Associate Professor	Magical realism	25
Ms. Neethu Varghese	MA, NET	Assistant Professor	Women studies	4.6
Ms. Riya Susan Scariah	MA, B.Ed	Assistant Professor	Eco-literature	4.6
Ms. Ponnu Liz Malieckal (Maternity leave till March 2014)	MA English, MA Linguistics, NET, M.Phil	Assistant Professor	Linguistics	2.9
Ms. Phiona Elizabeth Joshy	MA, B.Ed, NET	Assistant Professor	Cultural Studies	2.9
Ms. Minu Alex	M.A, M.Phil, B.Ed, NET	Assistant Professor	Literary theory	2.9
Ms. Nithya Mariam John	MA, NET	Assistant Professor	Feminism	1

Guest Faculty

Name	Qualification	Designation	specialization	Experience	Term
Bijoy Thomas	M.A, M.Phil, NET	Guest Lecturer	Gender Studies	1 Year	2013 -
Lizmol Joseph	M.A, NET	Guest Lecturer	Literary Theory	1 Year	2013 -
Jyothi Mary Joseph	M.A. M.Ed	Guest Lecturer	Feminist studies	1 Year	2013 -
Claris Annie John	M.A.	Guest lecturer	Post colonial Studies	1 year	2013 -
Parvathy Vijayan	MA, NET	Guest Lecturer	Literary Theory		2013

10. List of Senior Visiting Faculties

Dr. Annie Margaret P. (Research Guide, M.G. University)

Dr. Elizabeth P. Kurien (Member of Board of Studies in English, M.G. University)

11. Percentage of Lectures Delivered and Practical Classes

(Programme wise) Handled by the Temporary Faculty : 32%

12. Student-Teacher Ratio

Name of the Programme	Student- Teacher Ratio
B A English Literature Core	40:1
B A Vocational English Core	24:1
General English	120:1
M A English	15:1

13. Number of the Academic Support Staff : 1

14. Number of Faculty with Ongoing Projects from a) National

b) International Funding Agencies and Grants Received:

Name	Minor project	Funding agency	Fund Allotted
Ms. Riya Susan Scariah	The Relevance of Eco-literature among the college students of Kottayam	UGC	1.50 lakhs
Neethu Varghese	Emerging Womanhood: Autobiographies of Malayali	UGC	1.50 lakhs

	Women		
Minu Alex	Consumer citizen is the new form of identity: a study on visual ads and its impact on society	UGC	1.20 lakhs
Ponnuliz maliekal	A study of errors and their sources in the pronunciation of degree students (MG university) in English, whose mother tongue is Malayalam and the development of speaking skills exercises which will help them neutralize their accent.	UGC	1.50 lakhs

Details of the Research Work by the Faculty

Name	Topic of Research	University
Dr. Renju D.	The Expatriate family in the Poems of the Indian Diaspora in Canada: A Study of Select Women Poets	M.G. University, Kottayam
Dr. Teena Anna Thomas	Magical Realism in Toni Morrison's Novels	M.G. University, Kottayam
Ms. Phiona Elizabeth Joshy	De-Mystifying the Indian Woman: A Study of Sexuality in Deepa Mehta's Elements Trilogy	Bharatiar University, Coimbatore
Ms. Neethu Varghese	Writing their Self: Malayali Women Autobiographies	Kerala University
Ms. Riya Susan Scariah	Greening the Narrative: a Study of Bioregionalism in Select Indian English Writings	Bharatiar University
Ms. Nithya Mariam John	Outside the "Image" and "likeness": A feminist Reading of the Book of Revelation	M.G. University
Mr. Bijoy Thomas	Trajectories of Appropriation: A Study of Sexuality/Gender in Select "Other" Narratives in Kerala	M.G. University

15. Publications and Paper Presentations by the Faculty

Name	No of Papers Published
Ms. Riya Susan Scariah	2
Ms. Neethu Varghese	2
Ms. Ponnu Liz Malieckal	2
Ms. Nithya Mariam John	5

16. Areas of Consultancy and Income Generated

A. Dr. Renju D.

Provided consultation to the following students with regard to the research methodology and subjects

a. Ms. Lisa Thomas, Research Scholar- JNU b. Mr. P.P. Sajeew, Research Scholar- M G University c Ms. Sreelakshmi K. M. MPhil- JNU

B. Asst. Prof. Nithya Mariam John-

Provided consultation to Mr. Sajeew Koshy doing Bachelor of Divinity at MT Seminary, Ms. Chitra Susan Thampy doing M. Phil at Sree Sankara University, Ms. Levin Koshy doing M Phil at Hyderabad Central University

Thesis consultation for Rev. Biji Varghese Eapen, Rev. Sam Koshy, Fr. Gregor

17. Faculty as Members in..

Name	Member in
Dr. Renju D.	- Appointed as the Chairperson of I, II, III& IV CBCSS Common Course Examinations of M G University - Chairperson of III, IV, V Core course - Course Director ASAP - M.G. University subject expert panel member
Nithya Mariam John	Resource person ASAP

18. Student Projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: 100%

19. Awards/Recognitions Received by the Faculty and Students:

Name of the student	Awards/Recognitions	Year
Amal P Mathews	MG University 1st Rank For English Literature	2008-2009
Neethu Tessa Baby	Elocution-3rd Prize, MG University	2008-

	• Best Personality award At Technitrous Fest Macfast, Thiruvalla • Best Manager at Com Arena and Kalisto Talent, Baselius College, • 2nd Prize In English Extempore, Rotary Club Competition, Ernakulam.	2009
Sheeba Grace John	• Prizes In Two Consecutive Years For Poetry Writing Competition	2008-2009
Ann Mary Jacob	• MG University Ist Rank For English Literature	2009-2010
Betty Elsa Jacob	• Western Solo, MG University Youth Festival	2009-2010
Krishnendu	• A Grade For Mohiniyattom, MG University Youth Festival	2009-2010
Betty Elsa Jacob	• MG University IInd Rank For English Literature	2010-2011
Sethulekshmi	• Cash Prize Of Rs 10000 for qualifying to Third Round In Jaihind TV Channel Quiz Show <i>Rananganam</i>	2010-2011
Seethalekshmi and Lekshmi M Krishnan	• 3rd Prize in LIC General Quiz Competition	2010-2011
7 students from BCM	• Prize in Mime Competition held at Mar Baselios College Of Engineering, Peerumedu	2010-2011

20. List of Eminent Academicians and Scientists/Visitors to the Department:

No	Name	Designation	Year	Purpose
1	Dr. K.M. Krishnan	Associate Professor	2011	Workshop on Methodology of Humanities
2	Dr. Sherin Upot	Associate Professor	2011	Workshop on Methodology of Humanities
3	Prof. Roney E George	Associate Professor	2012	Career and Personality Development

4	Dr. Susan Varghese	Associate Professor	2011	Workshop on Research Methodology
5	Dr. Maya Kuriakose	Associate Professor	2011	Lecture on Literary Criticism
6	Dr. Elizabeth Samson	Associate Professor	2012	Lecture on the relevance of reading
7	Dr. Jyothimol P.	Associate Professor	2012	Lecture on Feminism
8	Dr. Chandrika Balan	Associate Professor	2012	Lecture on Women and creativity

21. Seminars/ Conferences/Workshops Organized & the Source of Funding.

SI.No.	Workshop	Year	Funding agency
1	Research Methodology	2011	Department Fund

22. Student Profile: Programme/Course wise

BA ENGLISH LITERATURE

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	312	39	39	97.60
2009-10	352	42	42	96.67
2010-11	282	34	34	89
2011-12	CAP	52	52	100
2012-13	CAP	46	46	100

BA VOCATIONAL ENGLISH

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	64	24	24	91
2009-10	30	12	12	100
2010-11	22	8	8	68
2011-12	CAP	24	24	91.67
2012-13	CAP	28	28	92

23. Diversity of Students

Name of the course	% of students from the same state	% of students from other states
BA Model 1	85	15
BA Model 11	90	10

24. Number of Students who have Cleared National and State Competitive Examinations

NET: 14

25. Student Progression

Student progression	Against % enrolled
UG to PG	85%
PG to M.Phil	20%
PG to Ph.D	6%
Ph.D to Post-Doctoral	Nil
Employed	
• Campus selection	20%
• Other than campus recruitment	60%

26. Details of Infrastructural Facilities.

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
1523 books and a digital library of copy free books	Computer with internet facility, printer and scanner available in the department	Classroom with smart board and LCD projector (Common Facility)	Language lab with 30 computers, head phones, T.V, D.V.D. Player and Speakers

27. Number of Students Receiving Financial Assistance from College, University, Government or other Agencies

Year wise	College	Government or other agencies
2008-09	3	9
2009-10	4	11
2010-11	6	12

2011-12	7	19
2012-13	9	22

28. Details on Student Enrichment Programmes (Special Lectures/ Workshops /Seminar) with External Experts:

Programme	Year
• <i>Fiesta</i> - Intercollegiate Literary fest	Every Year
• Interactive session with Ms. Deepa Thomas, of JNU about the exposure in other universities outside Kerala.	2009
• Ms. Meenu Jose of Central University, Hyderabad, a former student of college had an interactive session with the students	2009
• Prof. Nannett Joseph P, HOD of English, St. Stephens College, Uzhavoor took a class on LITERARY THEORY AND APPRECIATION	2009
• Seminar on Health Awareness by Dr. Sherin Varghese	2009
• Career and Personality guidance seminar by women commission member and social activist Prof. Monamma Kokkad	2009
• Regular Book exhibition in association with DC Books	Every Year
• Manuscript magazines are prepared by the three batches of the department.	Every year
• one day seminar on Career Guidance And Prospects led by Prof. Rony George, Department of English, K. E. College, Mannanam	2012

29. Teaching Methods Adopted to Improve Student Learning

- ICT Teaching aids
- Group discussions and Seminars
- Role play
- Debates and Workshops
- Screening of classic movies related to syllabus

30. Participation in Institutional Social Responsibility and Extension Activities

Activity	Year
Visit to Shanti Bhavan, Kottayam a home for the destitute	2010, 2012
Formed a library in an orphanage, Cross Roads, Pampady	2010-2011
Extended financial assistance to an old Kathakali artist	2011
Anjali Antony, Anu Mary Joseph and Navany Philip of B A English released a music CD titled SAYANORA-YAAD NA JAYE to fund the extension activities of the department	2011
Distribution of food and clothes in Santhvanam, Arpookkara	2012
Students from the department take classes in an orphanage, Snehamandiram, Mannanam and St. Anns LP School, Kottayam	Every Year

31. SWOC Analysis of the Department and Future Plans.

Strengths ❖ Dedicated faculty ❖ 2 doctorate faculty and 5 others pursuing Ph.D ❖ High results with ranks ❖ High demand for the courses ❖ Good relationships with parents, retired staff, and alumni	Weakness ❖ Inadequate availability of old books ❖ Limitations of CBCSS syllabi ❖ Inadequate space ❖ Less number of campus recruitment
Opportunities ❖ Diversified job opportunities through add on courses ❖ Necessity of language skills in all kinds of jobs	Challenges ❖ Limited time to finish portions ❖ Low proficiency in English of the majority of students joining

Future Plans

- Develop the department into a research centre
- Organize National/International seminars
- Planning to create a Shakespearean theatre
- Resource out more opportunities to students to develop their communication and personality skills and make themselves competent at all levels
- Publication of a Department Journal

DEPARTMENT OF MALAYALAM

1. Year of Establishment : 1955
 2. Name of the Courses Offered: Malayalam as Additional Language
 3. Number of Teaching Posts:

	Sanctioned	Filled
Associate Professors	01	01
Assistant Professors	01	01

4. Faculty Profile from 2008 -09 onwards with Name, Qualification, Specialization, Designation.

Name	Qualification	Designation	Specialization	No of years of experience in teaching
BABU THOMAS	M.A,M.PHIL	Associate professor	Malayalam Language & Literature [Folk lore]	32
ANIL STEEPHEN	M.A, B.Ed N.E.T ,S.E.T	Assistant professor	Malayalam Language & literature	13 (10 years as HSST)

5. Student - teacher ratio.

B.A / B.SC	75:1
B.COM	50;1
BA [VOCATIONAL]	24;1

6. Publications

- A book, *Knanayakarude Kalyanapattukal:Vazhakavum Porulum* was written by Mr. Babu Thomas and Published by Kerala Christian Culture and Heritage .
- Mr. Babu Thomas has written preface in 5 publications (Poems, Novels and Dramas.)
- Convener of the editorial Committee of 5 text books in Malayalam in the UG level published by MG University
- Member of the selection committee of Malayalam text books at UG level

7.Details of Infrastructural Facilities in the Department:

Library facilities	Internet facility
115-Books	Net facility in department, Printer, Scanner

8. Teaching Methods Adopted to Improve Student Learning.

- ICT Teaching aids
- Group discussions and Seminars
- Debates and Workshops
- Screening of classic movies related to syllabus
- Screening of documentaries.

9. Areas of Consultancy and Income Generated

Babu Thomas- Faculty member of Pre - marriage course conducted by Kottayam Arch diocese.

As the president of YMCA , Kumaranaloor take initiative for welfare activities

Taking classes for various voluntary organizations

- Consultant editor of the Malayalam weekly *Kerala Express* published from Chicago ,USA
- Editorial writer of *Apnadesh*, fortnightly published from Kottayam

Anil Steephen - Taking classes for various voluntary organizations

10. SWOC analysis of the Department and future plans.

Strengths	Weaknesses
❖ Team work and good interpersonal relation among faculties of the department ❖ Audio- visual equipment and resources like documentaries and films ❖ Remedial coaching for slow learners ❖ Innovative pedagogy-Oratory club to improve the communication Skills. learning by role play	❖ Higher Ratio of Teacher – Student Strength. ❖ Lack of research and publications.
Opportunities	Challenges
❖ Job opportunities for students	❖ The weak language base of

[Teaching, journalism, media & publications]	students at the school level affects their ability to understand and write Malayalam at the UG Level.

11. Future plans/Recommendations:-

- Starting U.G & P.G Courses in Malayalam language& literature.
- To improve research and publish journals.
- To take up major and minor projects.

DEPARTMENT OF HINDI

1. Year of Establishment : 1955
2. Name of the Courses Offered : Nil (Second language for all the courses)
3. Number of Teaching posts:

	Sanctioned	Filled
Assistant Professor	01	01

4. Faculty Profile with Name, Qualification, Designation, Specialization (D.Sc/D.Litt/Ph.D/M.Phil etc)

Name	Qualification	Designation	Specialization	No of years of experience
Naveena J Narithookil	M.A, B.Ed, Ph.D	Assistant professor	HINDI	15 (1 year as guest lecturer in St Teresas, Ekm and 9 yrs as HSST,5 yrs in BCM)

5. Student- Teacher ratio: 75:01 (BA, B.Sc) ,30:01 (B.Com.)

6. Number of Faculty with Ongoing Projects from a) National
b)International Funding Agencies and Grants Received:

Name	Minor project	Funding agency	Fund allotted
NAVEENA J. NARITHOOKIL	A Study of novels of Hazariprasad Dwivedi in the prespective of modern concept of Humanism	U G C	60000/0

7.Publications:

No of papers in peer reviewed journals	Books edited and chapter in books	Books with ISBN/ISSN numbers with details of publishers
01	Acharia Hazariprasad Dwivedi ke upanyasom ka sanskritic pariprekshya	Sangrathan- jan 2009 (Hindi vidhyapeed,Tvm)
02	Desvim desak ke Hindi kavitha me samakaleen bodh-pariavaran chethana ke vishit sandarbh me	Abhinav Prasangvash- July –Sept 2009

8. **Awards/Recognitions received by faculty and students** (year wise list of awards to be furnished in table form)-
Selected as one of the best N.S.S programme officer of M.G. University in 2013/

9. . Details of Infrastructural Facilities in the Department:

Library facilities	Internet facility	Classrooms with ICT facility
152 books	Wifi enabled net facility in department Students can have digital library facility	Classroom with white board and a smart class room with LCD projector

10. Teaching methods adopted to improve student learning

- Group discussions and Seminars
- Debates

11. Participation in Institutional Social Responsibility (isr)

- NSS Programme Officer[2010-2013],
- College Co-operative Society Secretary.

12. SWOC analysis of the Department and Future Plans.

Strengths ❖ Academic excellence, ❖ inspiration to creative thinking & national integration	Weaknesses ❖ High ratio of teacher student strength
Opportunities ❖ Job opportunities for students in teaching & translating areas	Challenges ❖ Low proficiency in Hindi

13. Future Plans/Recommendations -

- To start a communicative Hindi course
- To start an interdisciplinary P.G courses

DEPARTMENTS OF MATHEMATICS AND STATISTICS

1. **Year of Establishment** : 1957
2. **Name of the Courses Offered & Year of Commencement** : B.Sc. Mathematics(1958)
M.Sc. Mathematics (1984)
3. **Annual /Semester /Choice based credit system:** 2008 – 2011 Annual scheme
2009 onwards CBCSS
4. **Participation of the Department in the Courses Offered by other Departments**

- Open Courses chosen by our students

Department	Open Course
Commerce	Fundamentals Of Accounting
Chemistry	Chemistry In Everyday Life
Sociology	Elements Of Social Psychology
History	Social Implications Of Modern Revolution
Economics	Readings in Economics
Physics	Energy& Environmental Studies

5. Number of Teaching Posts:

Teaching Post	Sanctioned	Filled
Associate Professors	4	4
Asst. Professors	4	3
Guest Lecturers	1	1

6. Faculty Profile :

Name	Qualification	Designation	Specialization	Years of experience
Dr.George Mathew	M. Sc, B. Ed M. Phil, Ph. D,	Associate Professor	Fuzzy Algebra	28 yrs
Dr .P. Mercy Mani	M. Sc, Ph. D	Associate Professor	Applications Of Differential Equations	26 yrs
Smt. Sosamma Mathew	M. Sc	Associate Professor		22 yrs
Smt. Salma Mary K Abraham	M. Sc, M. Phil	Associate Professor	Banach Algebra	18 yrs
Dr. Stepby Thomas	M. Sc, Ph. D,	Assistant Professor	Stochastic Modeling, Time Series Analysis	4 Yrs
Smt. Ann Johns	M. Sc	Assistant Professor		1 yr.
Smt. Anu Varghese	M. Sc	Assistant Professor	Algebraic Graph Theory	1 yr.

7. **Percentage of Lectures Handled by Temporary Faculty** : 15 %

8. **Student- Teacher Ratio:**

Course	Ratio
B. Sc	42:1
M. Sc	12:1

9. **Number of Academic Support Staff (echnical/subordinate) filled:** One

10. **Number of Faculty with ongoing projects from a) National
b)International funding agencies and grants received** : 3

Name	Minor project	Funding agency	Fund allotted
Dr. P Mercy Mani	Painleve Analysis Of Nonhomogeneous Oregonator Model	U.G.C	Rs.1,50,000/-
Smt. Anu Varghese	Spectra & Energy Of Graphs	U.G.C	Rs.1,50,000/-
Dr .Stephy Thomas	Association And State Estimation of Time Series Data	U.G.C	Rs.1,87,000/-

11. Publications per Faculty for the Last Four Years

Faculty	No. of Papers in peer reviewed journals	Books with ISBN/ISSN numbers with details of publishers
Dr.George Mathew	12	Nil
Dr.Stephy Thomas	Nil	"Stochastic modeling using markow chains" published by Lambert publishing company, Germany,ISBN 3848480956

12. Areas of Consultancy and Income Generated:

Area of Consultancy	Name of the faculty member
Statistical Consultant	Dr. Stephy Thomas

13.Details of public body members from our department

Name	Committees
Dr. George Mathew	Secretary , Centenary Education Fund Of The Archeparchy of Kottayam
Dr. P. Mercy Mani	Life member , Kerala Mathematical Association

14. Student Projects

- a) Percentage of students who have done in-house projects including
Interdepartmental/programme : **100%**

15. Awards/Recognitions Received by Faculty and Students :

I. Faculty

Sl.No.	Name	Awards/Recognition	Year
1	Dr.George Mathew	❖ Honored by St.Alberts College Ernakulam for achieving Ph D from its Mathematics Research Centre after producing the highest number of paper publications in National/International Journals	2012

II. Students

Name	Awards/Recognition	Year
Rissana TA	❖ II Prize in the Quiz Competition conducted by Baselius College, Kottayam	2008-09
	❖ II Prize in the Quiz Competition conducted by CMS College, Kottayam	2008-09
	❖ II Prize in the Quiz Competition conducted by K E College, Mannanam	2009-2010
	❖ III Prize in the Quiz Competition conducted by BCM College, Kottayam	2009-2010
	❖ II Prize in the Inter-Collegiate Mathematics quiz competition conducted by CMS College, Kottayam	2010-2011
Jilu Merin Philip	❖ II Prize in the Quiz Competition conducted by Baselius College, Kottayam	2008-2009
	❖ II Prize in the Quiz Competition conducted by CMS College, Kottayam	2008-2009
	❖ II Prize in the Quiz Competition conducted by K E College, Mannanam	2009-2010
	❖ III Prize in the Quiz Competition conducted by BCM College, Kottayam	2009-2010
Nimitha John	❖ II Prize in the Inter-Collegiate Mathematics quiz competition conducted	2010-2011

	by CMS College, Kottayam	
Alin Sheba Mathew	❖ Got qualified as the zonal winners from Kottayam zone	2010-2011
	❖ II Prize in the All Kerala Inter-Collegiate Statistics Quiz competition organized by Old Students Forum, Department of Statistics, CUSAT	2010-2011
	❖ II Prize in the Ramanujan Quiz Competition organized by Saintgits College of Engineering, Pathamuttom, Kottayam.	2011-2012
	❖ II Prize in the Inter-Collegiate Mathematics quiz competition organized by Devamatha College, Kuravilangad	2011-2012
	❖ III Prize in the Statistics Problem Solving competition organized by St Thomas College, Pala.	2011-2012
	❖ I Prize in the Mathematics quiz competition held at Newman College, Thodupuzha	2011-2012
	❖ III Prize in the Mathematics quiz competition organized by SB College, Changanacherry	2012-2013
	❖ III Prize in the Mathematics quiz competition organized by BCM College, Kottayam	2012-2013
Aswathy S Krishnan	❖ Got qualified as the zonal winners from Kottayam zone	2010-2011
	❖ II Prize in the All Kerala Inter-Collegiate Statistics Quiz competition organized by Old Students Forum, Department of Statistics, CUSAT	2010-2011
Archana Anilkumar	❖ Winners from the Kottayam zone in the All Kerala Inter-Collegiate Statistics Quiz Competition organized by the Old Students Forum of Department of Statistics, CUSAT, Cochin.	2011-2012
Anjali Shankar	❖ Winners from the Kottayam zone in the All Kerala Inter-Collegiate Statistics Quiz Competition organized by the Old Students	2011-2012

	Forum of Department of Statistics, CUSAT, Cochin	
Vishna Devi	❖ II Prize in the Ramanujan Quiz Competition organized by Saintgits College of Engineering, Pathamuttom, Kottayam. ❖ II Prize in the Inter-Collegiate Mathematics quiz competition organized by Devamatha College, Kuravilangad ❖ II Prize in the Mathematics quiz competition held at St Thomas College, Pala	2011-2012 2011-2012 2012-2013
Athira Reghu	❖ III Prize in the Statistics Problem Solving competition organized by St Thomas College, Pala.	2011-2012
Albi Elizabeth Abraham	❖ II prize from the Kottayam zone in the All Kerala Intercollegiate Statistics Quiz Competition organized by the Old Students Forum of Department of Statistics,CUSAT, Cochin	2012-2013
Sumitha Rahel Mathew	❖ II prize from the Kottayam zone in the All Kerala Intercollegiate Statistics Quiz Competition organized by the Old Students Forum of Department of Statistics,CUSAT, Cochin	2012-2013
Vidya Venugopal	❖ I Prize in the Mathematics quiz competition held at Newman College, Thodupuzha ❖ III Prize in the Mathematics quiz competition organized by SB College, Changanacherry ❖ III Prize in the Mathematics quiz competition organized by BCM College, Kottayam ❖ II Prize in the Mathematics quiz competition held at St Thomas College, Pala	2012-2013 2012-2013 2012-2013 2012-2013
Liya Lias Lidiya	❖ INSPIRE Scholarship instituted by the Department of Science and Technology(Rs	2012-2015

	60000/-)	
Sruthi Mariam George	❖ INSPIRE Scholarship instituted by the Department of Science and Technology(Rs 60000/-)	2012-2015

16. Student Participation in Subject Enrichment Programs

1. Four students participated in the summer training “Initiation to Mathematics, Kerala” funded by National Board of Higher Mathematics, Department of Atomic Energy, Government of India from 30th April to 12th May 2012.
2. Final year UG students participated in the one day Seminar on “The Legacy of Ramanujan” organized by CMS College, Kottayam on 19th December 2012.

17. List of Eminent Academicians and Scientists/Visitors to the Department (Year wise)

Sl.No.	Year	Topics	Resource Person	Funding Agency
1	2008-2009	“Cryptography and its applications in computer science”	• Dr. A. Vijayakumar HOD of CUSAT • Dr. T. Thrivikraman, Former HOD of CUSAT • Dr. Sethumadhavan of Amrutha Engineering College Coimbatore	UGC & Mahatma Gandhi University, Kottayam
2	2008-2009	“Mathematics of Nature”.	• Dr. Pushpamma Kappill , Associate professor, Mount Carmel College of Education, Kottayam,	Mathematics Association
3	2009-2010	“Statistical Principles	• Dr. Francis Cyriac , HOD Mathematics, St. Stephen’s College ,Uzhavoor	Mathematics Association
4	2010-2011	“Mathematics of Chemical Bonding”	• Dr. A.S. Padhmanabhan ,Professor, School of Chemical Sciences ,M.G. Uty	Mathematics Association
5	2011-2012	“ Mathematics Principal underlying space Research”	• Dr. A. K. Anilkumar, Senior Scientist of ISRO	Mathematics Department

6	2011-2012	National level workshop on “ <i>Statistical Data Analysis using SPSS</i> ”	• Dr. T M Jacob, Associate Professor, Nirmala College, Muvattupuzha • Dr. Angel Mathew, Assistant Professor, Maharaj’s College, Ernakulam • Jabir K J, Senior Project Manager, Samiiksha Research Consultancy, Cochin-22 • Ms. Sreedevi Menon, Kreara Solutions, Technopark, Thiruvananthapuram	U.G.C
7	2012-2013	“ <i>General Approach in Mathematics</i> ”.	• Dr. C.B. Ajayakumar, Head, Department of Mathematics, College of Engineering, Kidangoor	Mathematics Department
8	2012-2013	“ <i>Probability, Mathematical Statistics, Applied Statistics and Optimization</i> ”	• Dr. K. R. Muraleedharan Nair, Dean, Faculty of Science and Syndicate Member, CUSAT • Dr. Sudheesh K K, Assistant Professor, Indian Statistical Institute Chennai • Thriyambakam Krishnan, Mu Sigma Consultant, Bangalore • Prof. TS Arthanari, Indian Statistical Institute, Chennai	Indian Statistical Institute

18. Seminars/ Conferences/Workshops Organized the Source of Funding(year wise in table form)

Sl.No.	Year	Topics	Funding Agency
1	2008-2009	“ <i>Cryptography and its applications in computer science</i> ”	UGC & Mahatma Gandhi University, Kottayam
2	2011-2012	National level workshop on “ <i>Statistical Data Analysis using SPSS</i> ”	U.G.C
3	2012-2013	“ <i>Probability, Mathematical Statistics, Applied Statistics and Optimization</i> ”	Indian Statistical Institute

19. Student Profile

I. Course : B.Sc

Year	Applications received	Selected	Enrolled	Pass percentage
2006-09	65	21	21	93.94
2007-10	105	37	36	95
2008-11	90	29	29	96.43
2009-12	CAP	29	28	92.86
2010-13	CAP	22	22	91.30

II. Course : M.Sc

Year	Applications received	Selected	Enrolled	Pass percentage
2007-09	95	20	20	60
2008-10	75	21	20	68.42
2009-11	92	20	20	57.89
2010-12	CAP	23	23	65.22
2011-13	CAP	30	28	Not yet declared

20. Diversity of students

Name of the course	% of students from the same state
B.Sc	100
M.Sc	100

21. Number of Students who have Cleared National and State Competitive Examinations such as NET,SLET,GATE,CIVIL SERVICES,DEFENSE SERVICES etc?

Name of student	Name of entrance Exam qualified	Year
Asvathy Krishnan	CAT conducted by CUSAT	2010-11
Nimitha John	CAT	2010-11

Archana Anilkumar	CAT	2011-12
Albi Elizabeth Abraham	CAT	2012-13
Anjali Shankar	IIT JAM	2012-13
Albi Elizabeth Abraham	IIT JAM	2012-13

Details of NET/SET qualified Students

NET-8, SET-9

22. Student Progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil	5%
PG to Ph.D	1%

Employed

• Campus selection	5%
• Other than campus recruitment	95%

23. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility
Internal Library facility	- Wifi enabled net facility in the department - Students can access digital library facility of the general library	- Department has portable LCD projector which can be installed in any class. - Three class rooms with white board - Department has a portable Mike - Department has a laptop

24. Number of Students Receiving Financial Assistance from College, University, Government or other Agencies

Year wise	College	University	Government or other agencies
2008-09	6	2	4
2009-10	8	0	0
2010-11	9	0	0
2011-12	10	0	1
2012-13	9	0	2

25. Details on Student Enrichment Programmes (special lectures/ workshops /seminar) with External Experts: (year wise table)

Personality Development Programs

Year	Topic	Resource_Person
2011	<i>“Problems of Lifestyle and the Importance of social service”</i>	P.U. Thomas, Managing Director of Nava Jeevan Trust
2011	<i>“Youth Issues and Personality Development”</i>	Mrs. Mary Tom ,Popular Family Councilor

26. Teaching Methods Adopted to Improve Student Learning

- ICT Teaching aids (For Conducting Seminars)
- Group discussions and Seminars
- Debates and Workshops
- Quiz Method

27. Programs Focusing Bright Students

- NET coaching for P.G students
- IIT coaching for U.G students

28. .Social Responsibility/ Extension Programs of the department:

- 1 Adopted orphanage of St.Joseph Girls High School to give special tuition in Mathematics by our U.G students
- 2 The ‘Picnic Savings Scheme’ (PSS)

The prestigious ‘Picnic Savings Scheme’(PSS) was begun in 1999. After it has run successfully for 12 years, PSS was given a face-lift during 2011. It took a dimension when a new avenue is opened for

providing short term loans to the depositors. Students who are in need of money for buying text books, uniforms etc. or need money for treatment or who finds temporary difficulty in raising fund for picnic will be given 3 months short term loan up to a maximum amount of Rs. 3000/-. The scheme was hence forth renamed as “SAVE AND SHARE PICNIC SAVINGS SCHEME”.

3. Students of Mathematics act as resource person to teach Biostatistics to final year Zoology students from 2008-12.
4. Dr. Stephy Thomas served as visiting faculty in teaching Research methodology to First year Food Science and Quality Control Students

29. SWOC Analysis of the Department and Future Plans.

Strengths • Well qualified & Dedicated Teachers • Good Academic Performance of Students • Providing IIT and NET Coaching • Well equipped PG Reference area in the Library	Weaknesses • Lack of smart class rooms.
Opportunities • Training on self employment • Interactions with eminent academicians in Mathematics	Challenges • Lack of enough space within the campus • Language problem of students coming from Malayalam medium • Financially challenged Students.

30. Future Plans/Recommendations

- Introduce a new course M. Sc Statistics
- Develop a Research Centre
- Develop a Computer lab so that students can use the internet facilities, type their own project work etc
- Acquire more books for Dept. Library
- Organize national & international seminar

DEPARTMENT OF PHYSICS

1. **Year of Establishment** : 1957
2. **Name of the Courses Offered** : BSc. Physics
3. **Annual /Semester /Choice based credit system** (programme wise)
 : 2008-2011 Annual scheme
 : 2009 - onwards CBCSS

4. Participation of the Department in the Courses Offered by other Departments

Open courses

DEPARTMENTS	OPEN COURSE
Mathematics	Applicable Mathematics
Chemistry	Chemistry In Everyday Life
Zoology	Human Genetics,Nutrition,Community Health And Sanitation
FACS	Self Empowerment Skills
Sociology	Elements Of Social Psychology
English	English for careers

5. Add on Courses Conducted by the Department:-

1.Computer Application
2.Electrical and Electronic Equipment Maintenance

6.Number of Teaching Posts:

	Sanctioned	Filled
Associate Professors	2	2
Asst. Professors	2	1

7. Faculty Profile with Name, Qualification, Designation, Specialization (D.Litt/ Ph.D /M.Phil etc)

Name	Qualification	Designation	Specialization	No of years of experience	No of Ph.D students guided for the last 4 years
Dr.Marykutty Thomas	MSc,Ph.D	Associate Professor	Nanotechnology	31	

					2
Smt. Susy Philip	MSc ,M.Phil	Associate professor	Solid State Physics	26	-
Mrs.Smitha Joseph	MSc,B.Ed, NET	Assistant professor	Magnetism	5	-
Dhanya Joe	M.Sc	Guest Lecturer	Electronics	1	-
Thaara bai A S	M.Sc, B.Ed	Guest Lecturer	Non Conventional Energy Sources	6 months	-

8. Percentage of Lectures Handled by Temporary Faculty : 38%

9. Student- Teacher Ratio: 1:32

10. Number of Academic Support Staff (technical) filled: 3

11. Number of Faculty with Ongoing projects from a) National b) International Funding Agencies and Grants Received:

Name	Minor project	Title	Funding agency	Fund allotted Rs.
Dr.Marykutty Thomas	1	Characterization of one dimensional Gallium Nitride Nanostructures	UGC	1,20,000/-
Mrs.Smitha Joseph	1	Synthesis and Characterization of rare earth Magnetoresistant Materials	UGC	1,38,000/-

12. Publications by the Faculty

Name	No of papers in peer reviewed journals	Title
Dr. Marykutty Thomas	3	Infrared and magnetic study of nanophase zinc ferrite <i>Indian journal of pure and Applied physics, vol 47, Feb 2009, pp 81-86</i>
		Characterization and magnetic properties of nanocrystalline Fe PO ₄ <i>Indian Journal of pure and applied</i>

		<i>physics, vol 48, Feb 2010, pp 104-109</i>
		Effect of calcinations on electrical properties of TiO ₂ nanotubes <i>Journal of applied physics, 112, 104308(2012)</i>

13. Areas of Consultancy and Income Generated: -

Dr. Marykutty Thomas is providing consultancy services in the field of Nanotechnology for various departments of the college and also for research scholars .

14. Faculty as Members in University Examination Boards, Subject Expert Committees, Members of Board of studies, Governmental Agencies, Public Bodies .

Name	Position Held
Dr. Marykutty Thomas	➤ Chairperson for CBCSS board examination at different semesters ➤ subject expert in the screening committee for the placement of teachers in Physics at St.Dominics college ,Kanjirappally on 22 /02/2012 . ➤ Member of Doctoral Committee of M.G University
2.N.Susy Philip	➤ Chairperson - BSc Sub supplementary theory and practical exam may 2013

15. Percentage of Students who have done in-house projects Including

Interdepartmental/Programme: - 100%

16. Awards/Recognitions Received by Faculty and Students:

- Dr.Marykutty Thomas recognized as Research guide of M.G University in 2010.
- Dona Thomas and Jency Maria John won II nd prize in All kerala physics quiz competition held at Assumption college Changanacherry in 2010.
- Dona Dominic and Judia Treesa Tom were members of margamkali team who won Ist Prize in MG University Youth Festival in 2010.
- Neethu Theresa Willington, a former student bagged IInd rank in UGC- NET exam in 2010.
- Lakshmy P Ashok of the department received the INSPIRE SCHOLARSHIP,sponsored by Department of Science and Technology (2010)

17. Papers Presented by the Faculty :- Dr. Marykutty Thomas (4)

- ICMST-2012 (International Conference on Material science and Technology), St. Thomas College, Palai, Kottayam. June 10-15, 2012
- ANM-2012 (4th international conference on Advanced nanomaterials) Indian Institute Of Technology, Madras, India, Oct 17-19, 2012
- International Symposium on Macro and Supramolecular Architectures and Materials MAM 2012 21-25 Nov, 2012, Coimbatore, India.
- National conference on nanomaterials, N.S.S. College, Changanacherry. 7-8 March 2012

18. List of Eminent Academicians and Scientists/Visitors to the Department:

Year	Name	Topic of Lecture
2009	Dr. Ison Vanchipurackal, Associate Professor, Dept. of Physics, St. Thomas College, Pala	Statistical Mechanics
2010	Dr. Lijo Joseph, Assistant Professor, Govt. College, Nattakom	Projects in Physics
2011	Dr. Thankachan, Associate Professor, RIT, Pampady	Astrophysics.
2011	Dr. Jose Mathew, Associate Professor, Dept. of Physics, S.B College, Changanacherry	Solar Energy Utilization.
2011	Dr. Punnen Kurien, Associate Professor, Dept. of Zoology, St. Mary's College, Manarcad	Environment Impact Assessment
2011	Prof. Varkey Mathew, Associate Professor, Dept. of Physics, Baselius College, Kottayam	Solid waste management.
2012	Dr. S Sankararaman Associate Professor, Dept. of Physics, Nirmala College, Muvattupuzha	Projects for Degree students
2012	Prof. Shaji Sebastian Associate Professor, Dept. of Physics St. Stephen's College, Uzhavoor	Experiments in Physics

19. Seminars/ Conferences/Workshops Organized & the Source of Funding.

(a) National / State

Year	Topic	Organized For	Sponsored by
2009-2010	Innovative experiments in Physics	Higher secondary Physics Teachers-	UGC
2011-2012	Energy and Environmental studies	College Teachers	UGC
2012-2013	Experiments In Physics	College Teachers	UGC

20 .Student Profile programme/course wise :

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	182	26	18	100
2009-10	124	40	37	95
2010-11	140	34	27	74
2011-12	CAP	32	24	100
2012-13	CAP	27	20	65

21. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad (Nepal)
B.Sc. Physics	95	3	2

22. Number of students who have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL SERVICES, DEFENSE SERVICES etc?

NET - 3 (among them one secured IInd Rank)

23. Student Progression

Student progression	Against % enrolled
UG to PG	77
PG to M.Phil	4
PG to Ph.D	5
Ph.D to Post-Doctoral	2
Employed	
• Campus selection	7
• Other than campus recruitment	30

24. Details of Infrastructural facilities

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
150 books	Wi-fi enabled net facility in department Students can have digital library facility	Classroom with LCD projector	Well equipped general Lab & Computer Lab

25. Number of Students receiving Financial Assistance from College, University, Government or other Agencies

Year wise	College/ By the Department	Government or other agencies
2008-09	1	18
2009-10	3	19
2010-11	1	17
2011-12	5	16
2012-13	4	16

26. Details on Student Enrichment Programmes (special lectures/ workshops /seminar) with External Experts:

Hosting power quiz every year in collaboration with Kerala Electricity Board

- Conducts exhibitions for school and college students every year.
- Conducted Planetarium show and star watching program for school and college students in collaboration with Kerala State Science and Technology Museum .
- Conducted Seminar on ‘Experiments in Physics’.
- Seminar on health awareness by Prof.Daisy Kurien.
- Conducted a seminar on Adolescent health by Dr.Sherin Varghese Punnose, Gynaecologist, Bharath Hospital ,Kottayam.
- Conducted seminar on “Energy and Environmental Studies”
- Our senior teachers Prof .Rebecca George ,Prof. Daisy Kurien took classes on value education
- Prof.Geetha G took a class on stress relief through art.

27. Teaching Methods Adopted to Improve Student Learning

- Lectures using LCD Projector
- Group discussions and Seminars
- Remedial Coaching
- Discussion on previous question papers and solutions
- Assignments and viva
- Frequent test papers
- projects

28. Participation in Institutional Social Responsibility/Extension Activities

- Visits to Shanti bhavan , a home for the destitute every year
- Conducting Physics exhibition for school students every year to make them aware of the basic concepts of Physics.
- Participation in cleaning the college premises.
- Participating in the day to day activities at Navajeevan once in a year.
- Distribution of sweets at Santhvanam and John of God Center, Pampady for the differently abled children

- Conducted a photo Exhibition on atrocities against women

29. SWOC Analysis of the Department and Future Plans.

Strengths

- Dedicated, Qualified and experienced faculty
- Good results
- Strong alumni support with financial aid for the development of the present students
- Strong support from retired faculties.
- Dr. Marykutty Thomas is a research guide of the college.
- UGC sponsored seminars being conducted every year in relevant topics connected with the syllabus.
- Offers two add-on Courses.

Weakness

- Semester system needs more regularization.
- The CBCSS syllabus is not structured properly.

Opportunities

- Opportunities to join various courses (MCA, MSc Electronics, MSc Geophysics etc.).
- Diversified Job opportunities

Challenges

- Limited time to finish portions
- Students joining the course has low proficiency in English
- Lack of inter-disciplinary courses limits the inflow of competent students.

Future Plans

1. Provide more opportunities for students to develop their research skills.
2. More publications and paper presentations.
3. To start PG Course.
4. Organize more interactive sessions with eminent Scientists.
5. More minor projects and major projects
6. Introduction of career oriented courses in addition to conventional courses.
7. Introduction of extension activities in the area of energy conservation and waste management in association with NGOs.

DEPARTMENT OF CHEMISTRY

1. **Year of Establishment** : **1959**
2. **Name of the Courses Offered** : **B.Sc.Chemistry**
3. **Annual /Semester /Choice based credit system (programme wise)**
 : 2008-2009 Annual scheme
 : 2009-present CBCSS

4. Participation of the Department in the Courses Offered by other Departments

Open courses

Departments	Open course	No. of students participated in	
		2011	2012
Mathematics	Applicable Mathematics	2	6
Physics	Energy And Environmental Studies	15	5
Botany	Agri based Microenterprises	Nil	4
Zoology	Human Genetics, Nutrition, Community Health And Sanitation	Nil	2
Commerce	Fundamentals Of Accounting	6	7

5. Number of Teaching Posts:

	Sanctioned	Filled
Associate professors	4	4
Asst. professors	1	1
Guest Lecturers	2	2

6. Faculty Profile with Name, Qualification, Designation, Specialization

Name	Qualification	Designation	Specialization	No of years of experience
Dr. Magi John	M.Sc., M.Phil., Ph.D.	Associate Professor	Coordination Chemistry	33
Smt. Aji Joseph	M.Sc., M.Phil.	Associate professor	Polymer Chemistry	32
Smt. Valsala Thomas	M.Sc.	Associate Professor	Organic Chemistry	32
Smt. Jessy Simon	M.Sc.	Associate Professor	Physical and Inorganic Chemistry	25
Dr. Annu Thomas	M.Sc., Ph.D., NET	Assistant professor	Bioinorganic Chemistry	2
Smt. Remya P.R.	M.Sc., B.Ed., NET	Guest Lecturer	Organic and Inorganic Chemistry	2
Miss. Saumya Zacharias	M.Sc., B.Ed.	Guest Lecturer	Physical and Inorganic	1

7. Percentage of Lectures Handled by Temporary Faculty : 15%

8. Student- Teacher ratio: 32:1

9. Number of Academic Support Staff (technical/subordinate) filled: 3+1

10. Qualifications of Teaching Faculty with D.Sc/D.Litt/Ph.D/M Phil/ PG:

Ph.D	2
M. Phil.	2
M. Sc.	7

11. Number of Faculty with ongoing Projects from a) National b) International Funding Agencies and Grants Received: One

Funding agency	Fund allotted
UGC (Minor Project)	1,40,000

12. Publications of the faculty - 4

13. Faculty as Members in University Examination Boards, Subject Expert Committees, Members of Board of Studies, Governmental Agencies, Public Bodies (Make aTable):

Name	University Exam	Year
Dr. Magi John	Chairman	2009
Smt. Aji Joseph	Chairman	2010
Smt. Valsala Thomas	Deputy Chairman	2011
Smt. Jessy Simon	Deputy Chairman	2013

Name	Public Body	Year
Smt. Aji Joseph	Administrative Council Member of Knanaya Academy for Research and Training (KART), Chaithanya Pastoral Centre, Thellakom, Kottayam.	From February 2010 onwards
Smt. Aji Joseph	Consultancy team Member of the Knanaya Stars Development Programme (KART)	From February 2010 onwards

14. Percentage of Students who have done in-house Projects Including Interdepartmental/Programme: 100% (All III DC students)

15. Awards/Recognitions Received by Faculty and Students

- **Awards Received By The Faculty:** Dr. Annu Thomas (Assistant Professor)

2008	Best Oral-Poster Presentation, Junior Euromat – The Federation of European Material Societies at Lausanne, Switzerland.
2009	Academic grade of summa cum laude (excellent) obtained for Ph.D. from the Faculty of Mathematics and Natural Sciences, Technical University Dresden, Germany.

- **Awards/Recognitions Received by Students**

Year	Name	Class	Position	Item
2008-2009	Sreejamol V M, Praseetha Prathap	I DC III DC	I Prize	Chemistry Quiz competition held at Devamatha College, Kuravilangad.
	Merin Thomas	III DC	II prize	Elocution competition at Alphonsa College, Pala
	Nidhy Mary Rajan	I DC	I Prize	Paper Presentation, Competition Organized by CEET at CMS College, Kottayam

Year	Name	Class	Position	Item
2009-2010	Steffy Jose	III DC	I Prize M G University Youth Festival	Member of the Margamkali team

Year	Name	Class	Position	Item
2011-2012	Jilu Simon	I DC	III Prize M G University Youth Festival	Member of the Margamkali team
	Julia Susan Jojy	III DC	I Prize	Overall highest marks in Hindi

16. List of Eminent Academicians and Scientists/Visitors to the Department:

Year	Date	Scientists/Visitors	Designation
2008-2009	1 November 2008	Dr. Saifudhin	Prof & HOD Remote Sensing Department, Kerala Agricultural University
	1 November 2008	Dr. Benny George	Scientist, RRII, Kottayam
2010-2011	15 July 2010	Dr. Rosamma Alex	Deputy Director, Rubber Technology Division, RRII, Kottayam
	22 July 2010	Sri. M.C. Dathan	Director, Sathish Dhavan Space Centre, Sreeharikotta, Andhra Pradesh.
	22 July 2010	Dr. Kuruvilla Joseph	Prof. & HOD Dept of Chemistry, IIST, Thiruvavanthapuram
	22 July 2010	Dr. Abraham Joseph	Professor, Department of Chemistry, Calicut University.
	23 July 2010	Dr. R. Prakash Chandran	Assistant Prof. School of Biotechnology, Amrita Vishwa Vidyapeedam, Kollam.
	23 July 2010	Dr. K. Mohanan	Prof. Dept of Chemistry, University of Kerala, Thiruvavanthapuram
	23 Oct 2010	Dr. P. V. Gangadharan	Medical Oncologist, Carithas Hospital, Kottayam
2012-2013	5 July 2012	Dr. Mahesh Mohan	Professor of School of Environmental Chemistry, M. G. University
	26 July 2012	Dr. Kuruvilla Joseph	Prof. & HOD, Dept of Chemistry, IIST, Thiruvavanthapuram

	26July 2012	Dr. Kurien Thomas	Former Principal & HOD, Dept of Chemistry, Bishop Moore college, Mavelikkara
	26July 2012	M. Suresh Chandra Kumar	Professor, Dept. of Chemistry, Scott Christian College, Nagercoil.
	27July 2012	Dr. K. E. Georg	Professor, Dept. of Polymer Science And Rubber Technology, CUSAT
	27July 2012	Dr. E.V. Ramaswamy	Director, School of Environmental Sciences, M.G. University
	27July 2012	Dr. Rani Joseph	Professor, Dept of Polymer Science & Research and Technology, CUSAT
	30 Jan 2013	Dr. S. Murugan	Rtd.Head Of the Department, S.T Hindu College, Nagarcoil

17. Seminars/ Conferences/Workshops organized & the source of funding

2010-2011	UGC Sponsored three day State Seminar (BIO INORGANIC CHEMISTRY)	22to 24 July 2010
2012-2013	UGC Sponsored three day National Seminar on GREEN CHEMISTRY	26 to 28 July 2012

18. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	122	33	13	77
2009-10	85	27	26	57
2010-11	102	30	30	77
2011-12	CAP	30	23	83
2012-13	CAP	35	28	83

19. No of Students who have cleared national and state competitive examinations such as NET,SLET,GATE,CIVIL SERVICES,DEFENSE SERVICES etc?

Exam	No.
JRF	1
NET	3
SRF	1

20. Student Progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil	10%
PG to Ph.D	20%
Ph.D to Post-Doctoral	2%
Employed - Campus selection - Other than campus - recruitment	25% 80%

21. Details of Infrastructural Facilities in the Department:

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
305 books and complementary copies	- Two computers with unlimited internet facility in the department - Printer	Three Classrooms with one white board, OHP	Well-equipped lab with all necessary apparatus and reagents

22. Number of students receiving financial assistance from college, university, government or other agencies:

- Scholarships given from government:-

Year	Scholarship	Name of the Student	Funding agency
2012 onwards for a period of five years	Inspire Scholarship worth Rs. 80,000.	Princey Raju	DST

- Yearly 4 scholarships are given from the college.
- Our department is giving financial support to the deserving students with good academic record. Every year three Merit cum Means scholarships of Rs. 1000 each are given to deserving students of I DC, II DC and III DC from the fund raised from the staff and students.

23. Details on Student Enrichment Programmes (special lectures/workshops /seminar) with external Experts:

2008-2009 (Golden jubilee year of the department)

Seminar	Date	Speaker	Title
One day seminar	25 th June 2008	Sri. A.P. Thomas, Counselor	Personality development
One day seminar	2 nd July 2008	Adv. Sajith George.	Public speaking
One day seminar	9 th July 2008	Mrs. Soumya Prakash and team from Hero Honda	Spoken English
One day seminar	16 th July and 30 th July	Mrs. Elizabeth Varghese	Spoken English
Exhibition	28 th and 29 th August 2008	ISRO, Krishi Vigyan Kendram, Rubber Research Institute, Kottayam Social Service Society, Nagarjuna and Rotary Club of East participated in this exhibition.	Bio-Chem Expo
One day seminar	1 st Jan 2009	Dr. Sidney Alton Ewing, Prof. of Veterinary Parasitology, Uklahoma state University	Parasitology

One day seminar		1. Dr. K.P. Jayakumar, HOD Nephrology Department, Medical College, Kottayam- 2. Madam Remya Tharayil, Rtd.Principal, B C M College for Women, Kottayam	Organ Donation Palliative care.
One day seminar	1 st Jan 2009	Dr. John Shiens Mathew Director Basic research Sourcing Strategy, Merck and Co, New Jersey, USA	Career prospects and personality development.
Two day seminar	2-3 Jan 2009	1. Dr. Rachel George, Former Dean, M.S University, Baroda	1 Energy Conservation,
		2. Dr. Jose Kudakasseril	2. Biochemistry
		3. Dr. Punnen Kurian	3. Biotechnology

2010-2011

One day seminar	23 rd Oct 2010	Dr. P. V. Gangadharan, Medical Oncologist, Carithas Hospital, Kottayam	Preventive Methods of Breast Cancer, its early detection and treatment
One day seminar	17 rd Jan 2011	In association with Krishi Vigyan Kendram Kottayam.	FN Session: Use of different preservatives in Food processing.
			AN Session: Practical training programme of making jam and Sauce.

24. Teaching Methods Adopted to Improve Student Learning

- Use of ICT in teaching : Power point presentations, Audio visual aids
- Group discussions, assignments and Seminars
- Debates, Workshops, Quizzes, Brain storming, Factory visits, poster presentations

25. Participation in Institutional Social Responsibility and Extension Activities:

- House Construction for a needy student of the department as part of the Golden Jubilee celebrations in 2009.
- We exhibit cut-outs and posters related to environmental issues/waste management on June 5th every year.
- Contribution of food packets by our students every Tuesday to Navjeevan, Kottayam
- Visit to destitute/ orphanages/ homes every year.
- IIIDC students are taken to Kumarakom to make them aware of responsible tourism, fish cultivation and various environmental issues.
- The theme of the minor project by Dr. Magi John on Determination of water quality parameters of water from various sources in Kottayam district during different seasons with special emphasis on Meenachil river /Kumarakom points to the social responsibility of ensuring safe water to the residents of Kumarakom.

26. SWOC Analysis of the Department and Future Plans.

Strengths

- Strong student-teacher relationship
- Parent-teacher relationship
- Strong relationship with alumni
- Ample opportunities for personality, spiritual, physical and mental development , woman empowerment, career development through talks and seminars

Weaknesses

- Collaboration with industries not established
- Lack of funds to purchase reagents & apparatus

Opportunities

- Seminars conducted each year
- Poster presentations, quiz and debate competitions conducted every year based on current topics
- Training on self employment programmes like soap making, fruit preservations etc.
- Study tours and factory visits
- Interaction with eminent scientists
- Developing soft skills

Challenges

- Teaching students with poor English proficiency
- Providing financial help to economically weak forward class students
- High student-teacher ratio
- Shortage of time due to semester pattern
- Motivating girl students to take up industry related jobs

27. Future Plans/Recommendations:

- To start inter-disciplinary PG courses like Chemi-informatics
- To conduct International seminars
- To start research centre and research cell
- To start a testing centre to determine water quality parameters

DEPARTMENT OF BOTANY

1. **Year of Establishment** : 1959
2. **Name of the Courses Offered** : UG: B.Sc. Botany
3. **Annual /Semester /Choice based credit system**
 : 2008-2011 Annual scheme
 : 2009 onwards CBCSS

Open courses

Departments	Open course
Physics	Energy And Environmental Studies
Chemistry	Chemistry In Everyday Life
Zoology	Human Genetics,Nutrition,Community Health And Sanitation
Commerce	Fundamentals of Accounting
Physical Education	Physical Health And Life Skill Education

4. Courses Conducted by the Department

Add On Course: Aesthetic treatment from nature

5. Number of Teaching Posts:

Name of the Post	Sanctioned	Filled
Associate Professor	4	4

6. Faculty Profile with Name, Qualification, Designation and Specialization

Name	Qualification	Designation	Specialization	No of years of experience
Dr.Jossy Abraham (HOD)	M.Sc. Ph.D	Associate Professor	Mycology	30
Dr. Selinamma Joseph	MSc M.Phil, PhD	Associate professor	Cytogenetics	26
Dr. C.A.Sabina	MSc, M.Phil. B. Ed, PhD	Associate Professor	Ecology	25
Dr. Peter K. Mani	M.Sc. NET, PhD	Associate Professor	Biochemistry	15

7.. Student- Teacher Ratio: Theory- **42:1**

Practical- **20:1**

8. Number of Academic Support Staff (technical/subordinate) filled:

a. Herbarium Keeper- 1 b. Laboratory Assistant – 1 c. Subordinate - 1

9. Number of faculty with ongoing projects

Name	Minor research project	Funding agency	Grant sanctioned
Dr. Jossy Abraham	1	UGC	1,40,000/=
Dr. C.A. Sabina	1	UGC	1,60,000/=
Dr. Peter K. Mani	1	UGC	1,35,000/=

10. Publications by the Faculty

Name	Books edited and chapter in books	Books with ISBN/ISSN numbers with details of publishers
Dr. C.A Sabina	1	ISBN-978-0-615-45465-8
Dr. Peter K Mani	2	ISBN-978-0-615-45465-8

11. Faculty as members in Exam duties

Name	Year	Programme	Position
Dr. Jossy Abraham	2012 November 2013 April	I Sem IV Sem	Chair person
Dr. Selinamma Joseph	2014 Jan	II and V semester	Chairperson

Name	Subject expert Committee	Public Body
Dr. Jossy Abraham		Member of SAMM Secretary of BCM College cooperative society
Dr. Selinamma Joseph		Nilackal Ecological Commission member Executive committee member of SAMM(Spirituality Life and Mental Health Movement

Dr. C.A.Sabina		Member of SAMM
Dr. Peter K. Mani	Subject Expert in Botany in M.G University	

12. Student projects

a) Percentage of students who have done in-house projects including interdepartmental/ programme: **100%**

13. Awards/Recognitions received by faculty and students

Year	Name of the student	Award	Event
2009-10	Sonia P M	Bronze Medal	Federation Cup Junior Athletic meet Lucknow, in the event of 800M race
		Gold Medal	in All India inter university Cross country team Championship
		Gold Medal	Junior National Cross country team Championship at Delhi
	Riya Thomas	Member	M G University Cross country team
		Second place	Senior state athletic meet in the event of Steeple chase
	Remyamol P B	Member	M G University Kho-Kho team
2010-11	Sonia P M	Bronze Medal	All India Inter University Athletic Meet at Gundoor
		Gold Medal	Junior Federation Cup National Athletic meet at Visakhapattanam
	Riya Thomas	Bronze Medal	South Zone National Athletic Meet at Bangalore
		Participation	Women National Athletic

2011-12	Riya Thomas	Gold Medal	meet at Agra
	Teena Moideen	2 nd place	South Lane National Meet Margamkali in University youth festival

13. List of eminent academicians and scientists/visitors to the department

Year	Scientist/ Academicians	Topic
2012	P.S. Ravindran, Retd Research officer, E.E.S Department	Motivation
2013	Dr. Shomita Mukherjee Principal scientist & Conservationist, SACON	‘Walking back the cat’: Gathering information through the molecular path
	Dr. Jose John Assistant Professor Post Graduate and Research Department of Botany Sacred Heart College, Thevara,	Freshwater Algal Biodiversity of Kerala
	Dr. J.G Ray Prof. & Director, School of Biosciences, MG University	Phytoremediation- As an Emerging trend in Phytotechnology for Eco-restoration
	Dr P.G Lata Director, JNTBGRI, Pallode	Plant Biodiversity of Kerala and measures to conserve Biodiversity at JNTBGRI.
	Dr. Jomy Augustine HOD, Department of Botany, St. Thomas College Pala	Rare and endangered species of Kerala
	Dr. Punnen Kurian Associate Prof in Zoology, Environmental Activist and Director(TIES), St. Mary’s College Manarcadu	Floristic pattern of Periyar Tiger Reserve: A case study

	Dr. Ann Willyard Prof. of Biology Hendrix College, Arkansas, USA	‘Solving the ponderosa pine puzzle’
	Dr. Kelly Amsberry, Agriculture Scientist Native Plant Conservation Program Oregon, Department of Agriculture Salem, Oregon, USA	Use of Research to Conserve Biodiversity; Examples from Oregon, USA

14. Seminars/ Conferences/Workshops organized & the source of funding

2013	National Seminar on ‘Biodiversity Conservation and Eco –restoration’ from 25.07.13 to 27.07 13 in B.C.M College	Sponsored by UGC
2013	One day International Seminar on 12.08.2013 ‘ <i>Experimental techniques in Ecological Conservations</i> ’ in collaboration with the Department of Food science, B.C.M College, Kottayam	Dept.of Botany, BCM College

15. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	65	23	23	100
2009-10	75	26	26	90
2010-11	65	18	18	86
2011-12	CAP	36	36	84
2012-13	CAP	44	44	94

16. Diversity of students

Name of the course	% of students from the same state
B.Sc. Botany	100%

17. How many students have cleared national and state competitive examinations : 2

18. Student Progression

Student Progression	Against % Enrolled
UG to PG	25
PG to M.Phil	10
PG to Ph.D	10
Employed	
• Campus selection	nil
• Other than campus recruitment	35

19. Students who got placement

Academic Year	Placements
2008	7
2009	5
2010	8

20. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
230 books	Wi-Fi enabled net facility in department	Classroom with white board and a smart class room with LCD projector	Well-equipped lab with all necessary apparatus and reagents

21. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	College	Government or Other Agencies
2008-09	1	11
2009-10	1	21
2010-11	2	27
2011-12	1	22
2012-13	2	24

22. Details on student enrichment programmes with external experts:

Year	Enrichment Programme
2008-2009	- Three day nature camp - Inaugural talk “Western Ghats and Hotspots”. Resource person- Dr. N. Unnikrishnan, Associate Professor in Botany,SVRNSS, Vazhoor. - Seminar by Adv. Grace Lal, Office In Charge Family Counseling center. - One day visit to Joyce farm Neendoor and Aranya Bhavan Forest department Kottayam.
2009-2010	- Class on ‘Probability and Biostatistics’ by Dr. Steffy Thomas, Assistant Professor, Department of Mathematics, B.C.M College, Kottayam, January 2010. - Classes on ‘Computer theory and fundamentals ‘ for BSc III year and I year students from 30.12.09 to 4.01.10
2010-2011	- Conducted an exhibition on Medicinal Plant in association with nature Club of B.C.M. College ‘Flora 2011’ in the month of July 2011. - Workshop on ‘Vermicomposting ‘ by Shmt. Jane George, Associate Professor Department of Zoology , B.C. M. College, kottayam on 30.08.11 - Workshop on ‘Waste management using Kamba’ by Shmt. Mercy Lukose , Assistant professor (retd) , B.C. M College, Kottayam, on 30.08.11
2011-2012	Talk on ‘Nature conservation ‘by, Annie T. John, Associate professor in Botany, C.M S. College on 24.08.2012.
2012-2013	- Interactive class on Bio-nanotechnology, Resource person : Asso. Prof. Marykutty Thomas, Department of Physics, B.C.M. College on 07.03.2013. - Organized and conducted a ‘Spice Buffet’ and a ‘Spice Exhibit’ for International students from USA showcasing the spice Agro biodiversity of Kerala on 12. 08. 13

23. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Debates and Workshops
- Scientific documentaries related to syllabus

24. Participation in institutional social responsibility (ISR) and extension activities

- A street Play was organized and conducted on 'world environmental day' as an Environment awareness program named 'Plant a tree, Plant a Life' in B.C.M. College, on 05.07.13
- Visit to Shanti Bhavan - a Governmental Institute for the destitute- the students and staff donated utility items for the members of the institute in the year 2013

25. SWOC analysis of the Department and future plans.

Strengths

- Well qualified and dedicated staff
- Good infrastructural facility
- College is situated in a good location in Kottayam which has quick access to Botanical resources and Research laboratories and Organizations
- Syllabus includes seminars projects, viva and assignments
- Good teacher- student relationship
- Good teacher alumni relations
- Ample opportunity for self development and career opportunities

Weaknesses

- The infrastructure needs to be extended to accommodate new courses
- Students come from rural backgrounds and have a problem of learning the English language
- Limitation on the time management of the academic syllabus
- Design of syllabus needs to incorporate the new changes in the scientific fields

Opportunities

- Access to the rural section of society and to educate women
- To provide exposure to students and motivate them for higher studies or employment
- Facilitating students employability and self employment

Challenges

- Uplift economically weak students
- Start new courses which can provide better job opportunities

26. Future plans/Recommendations

1. To start MSc course in Botany
2. To upgrade the department to a research center
3. To start an inter disciplinary program on ecology for students in Bio-waste management, and Biostatistics
4. To start a Documentation centre for Wetland plants.
5. Conduct National level seminars

DEPARTMENT OF ZOOLOGY

1. Year of establishment : 1959
2. Name of the courses offered : B.SC. ZOOLOGY
3. Annual /Semester /Choice Based Credit System

2008- 2011: Annual scheme

2009- present CBCSS

4. Participation of the department in the courses offered by other departments

Open course

Department	Course Offered
Botany	Agribased Micro enterprises
Commerce	Fundamentals of Accounting
Chemistry	Chemistry In Everyday Life
FACS	Self Empowerment Skills
English	English for Careers
Physics	Energy And Environmental Studies
History	Social Implication of Modern Revolution
Sociology	Elements of Social Psychology

5. Teaching Posts

Post	Sanctioned	Filled
Associate professors	2	2
Assistant professors	2	2

6. Faculty Profile

Name	Qualification	Designation	Specialization	No of years of experience
Jane George	M.Sc.	Associate professor		30
Anna Chandy	M.Sc	Associate professor	Aquatic biology and Fisheries.	23
Priya Thomas	M.Sc.,NET-JRF, GATE	Assistant Professor	Animal Behaviour	1 yr 3 months
Dr. Elezabeth Basil	M.Sc., Ph.D	Assistant Professor	Microbiology	1 yr 3 months

7. Student teacher ratio: Theory - 32:1
Practical - 20 :1

8. Academic Support Staff (Technical) - 2

9. Research papers published by the faculty

Name of the faculty	No. of papers
Dr. Elezabeth Basil	4
Priya Thomas	2

10. Faculty as members in University examination boards, Subject expert committees, members of board of studies, governmental agencies and public bodies.

Anna Chandy	Deputy chairperson in the board of examiners for 4 th semester B.Sc. zoology main & subsidiary 2013

11. Percentage of students who have done in house projects during 2008-2013 - 100%

12. Achievements of the Students

YEAR	Name of the students	Achievements
2009-2010	Namitha Nair	2 nd rank in B.Sc. Zoology final year examinations.

2011-2012	Amitha kurian	2 nd position in the M.G. University final year B.Sc. Zoology examinations.
2009-2010	Soumyamol A.S.	Won 2 nd prize in intercollegiate M.G. university Kabady tournament.

13. Year wise list of eminent academicians and scientists who visited the department.

NAME	DESIGNATION	YEAR & PURPOSE OF VISIT
Dr. Punnen Kurien	Environmental activist and Prof. St. Mary's college, Manarcadu, Kottayam	2008-09 , 2011-12,
Dr. Babu Philip	Head of the department of Botany, CUSAT	2008- 2009
Dr. Sunny Luke	Medical Scientist, U.S.A.	2011-2012
Dr. Binu Areekkal,M.D	Department of community Medicine,Medical college, Kottayam	2011-2012
Dr. Boban Thomas, M.D, D.N.B	Oncologist, KIMS Hospital,Trivandrum	2011-2012

14. Seminars, Conferences and Workshops Conducted by the Department

Seminar	Date	Funding Agency	Level
A seminar on "Recent Developments in the Fields of Microbiology , cancerbiology and Epidemiology"	1 st and 2 nd July 2011	U.G.C.	National

15. Table Showing Admission Details

Year	Applications Received	Selected	Enrolled	Pass Percentage
2008-2009	148	30	13	100
2009-2010	130	28	27	92.5
2010-2011	80	24	21	100
2011-2012	CAP	34	32	100
2012-2013	CAP	42	39	82.6

16. Table Showing Diversity Of Students

Name of the course : B.Sc. Zoology	% of students from the same state	% of students from the other state
2009- 2010	96	4

17. Students Progression

Students Progression	%
UG to PG	50
UG to B.Ed	10
P.G.to M.Phil	3
Employed	50

18. Infrastructural Facilities Of The Department

Library	Internet Facility	Classroom with ICT	Laboratory
Departmental library with 250 books	Internet facility available	Two classrooms with white board	Two well equipped B.Sc. Laboratories

19. Number of students getting financial support

Year	Government	College
2008-2009	40	4
2009-2010	37	3
2010-2011	39	5
2011-2012	28	2
2012-2013	21	3

20. Student Enrichment Programme, Seminars, Career Guidance, Class Conducted By Zoology Department, 2008-2009

Activity	Topic	Resource Person	Date
Seminar	Chikun Gunya	Dr. Punnen Kurien Prof. of St. Mary's College, Manarcadu, Kottayam	31-07-2008
Seminar	Pro-life	Mr. Benny Pulickal, Coordinator of pro-life foundation, Kuruvilangad	9-10-2008
Seminar	Disaster Management	Mr. Faisal. Research Assistant , M.G. University	20-07-2009
Seminar	Microbiology	Dr. Jisha , Reader, School of Bioscience , M.G University	28-07-2009
Seminar	Genetics of Mental Retardation	Dr. Sunny Luke, Medical Scientist, U.S.A	30-12-2009
Talk	Dragon Fly	Dr. Abraham Samuel, Associate Professor, C.M.S College, Kottayam	09-07-2010
Seminar	Modern Biology	Dr. Shaju Thomas, H.O.D of Zoology, Nirmala College, Muvattupuzha.	18-07-2011
Seminar	Vermicomposting and Bacterial	Prof. Jane George & Prof. Mercy Lukose , B.C.M College, Kottayam	03-06-2011

	composting		
Seminar	Research Methodology	Dr. Agi M Thomson, Dept.of Zoology, Alphonsa College , Pala	

21. Teaching Methods Adopted by the Department

- Classes conducted using LCD projector.
- Classes conducted using Charts, Models and Preserved specimens to make the class more interesting.
- Visit to research centres (sericulture, apiculture, aquaculture etc.).
- Seminars
- Experts from various institutions are invited to deliver lecture.
- Power point presentations

22. Participation in institutional and socially responsible activity.

- Every year our final year students make a visit to “JYOTHIR BHAVAN- A Home for cancer and AIDS patients”. We distribute clothes , medicines and spend one day with them.
- Maintaining a small scale vermicomposting unit.
- Conducting exhibitions to students of nearby college and schools

23. SWOC ANALYSIS

STRENGTHS • Dedicated teaching faculty • Well equipped laboratory • Strong student- teacher relationship • Department Library facility. • Healthy Parent teacher relationship • Museum with good collection of specimens.	WEAKNESS • Time limitation of each semester. • Lack of funds to purchase equipments. • Lack of space.
OPPORTUNITIES • Provide students with entrepreneurial skills in various applied branches of Zoology • Easy accessibility to major	CHALLENGES • To prepare students for entry into government services and other competitive exam. • To include more soft skill

Ecological hot spots. • Zoology offers a common platform for various advanced branches of biology.	development programmes.

24. Future Plans

1. Conduct exhibitions every year to spread awareness on ecology
2. To update the facilities of Zoology Lab for including practicals of Microbiology and Bioinformatics.
3. To conduct National and International seminars.
4. To start Apiculture unit, Pipe composting and Ornamental fish culture.

DEPARTMENT OF FAMILY & COMMUNITY SCIENCE

- 1. Year of establishment** : **1965**
- 2. Name of the courses offered** : **B.Sc. Family & Community Science**
- 3. Annual /semester /choice based credit system (programme wise)**
: 2008-2011 Annual scheme
: 2009-present CBCSS
- 4. Participation of the department in the courses offered by other departments**

Open course

1. Human genetics ,Nutrition, Community Health & Sanitation- Dept. of Zoology
2. Energy & Environmental Studies. Dept. of Physics
3. Elements of Social Psychology - Dept. of Sociology
4. English for carrier – Dept of English
5. Chemistry in Everyday life –Dept. Of Chemistry

5. Course conducted by the department : Flower Arrangement

6. Number of teaching posts: 2

Name of the Post	Sanctioned	Filled
Associate professors	2	2

7. Faculty profile

Name	Qualification	Designation	Specialization	No of years of experience
Mrs. Mary Ipe	M. Sc	Associate Professor	Extension Education	31
Dr. Sr. Betsy	M.Sc, Ph. D	Associate professor	Child development	27

8. Percentage of lectures handled by temporary faculty : 16%

9. Student- teacher ratio: 30:1

10. Number of academic support staff

Technical- One Subordinate: One

11. Publications by the faculty:-

Mrs. Mary Ipe:-

Sl.No.	Topic	Journal	Reference
1.	Train Yathrakarude Sradhakku	Vanitha	March 2012

Dr. Sr. Betsy

Sl.No.	Topic	Journal	Reference
1	The Personal and Social Problems of Adolescent Girls from Single Parent family	<i>Social Science Abstracts</i>	Vol.36,2012
2	Learning problems of High School Children	<i>Social Science Abstracts</i>	Vol.37,2013

12. Areas of consultancy and income generated:

Dr. Sr. Betsy is providing On line Counseling for children with behavior problems and learning problems through Smart Line free of cost. Details as follows

Services through Smart Line

Year	Guidance	Counseling	Referral services	Total
2008- 09	8	16	4	28
2009-10	6	22	7	35
2010-11	7	21	5	33
2011-12	12	27	9	48
2012-13	11	26	7	44
Total				188 Cases

1. Consultancy in
 - a) flower arrangement,
 - b) Competitions in Low Cost Food preparation & Preservation and Wealth from Waste In School youth festivals
 - c) In the Curriculum preparation of Home science for Plus One students by SCERT

- d) In the Curriculum preparation of Sweet Kid's Kitchen in Aswas Vidhya Peedam, Puthupally.
- e) Restructuring of B.Sc. Home Science Syllabus of Kannoor University - 2013-14

13. Faculty as members in University examination boards, subject expert committees, members of board of studies, Governmental agencies, public bodies (make a table)

Mrs. Mary Ipe:-

- 1. Member of the Expert Committee for B.Sc. Family & Community Science,
M.G. University

Dr. Sr. Betsy

- 1. Question Paper Setter - B.Sc FACS (3 Subjects) - Calicut University - 2012
- 2. Member of the Expert Committee for B.Sc. Family & Community Science, M.G. University
- 3. Chairperson of BOE , B.Sc. Family & Community Science, M.G. university Chairperson of Board of examinations (FACS)

Membership in Public Bodies

- 1. Catechism Commission – Kottayam Archeparchy – 2005 onwards
- 2. General Body member of Chaithanya- Kottayam Archeparchy – 2000 onwards
- 3. Life member of Indian Academy of Social Sciences – 2001 onwards
- 4. Life Member of the Teresian Scientists - St. Teresa's College - 2001 onwards

Research Board of Advisors of the American Biographical Institute - 2001 onwards

- 5. Subject Expert In Home science in SCERT

14. Percentage of students who have done in-house projects -100%

15. Awards/Recognitions received by faculty and students

- 1. Best Innovative Teacher for **Dr. Sr. Betsy** by AIACHE in 2010
- 2. **Rasni .N.** 3rd Rank Holder, B.Sc FACS 2011

16. Seminars/ Conferences/Workshops organized \$ the source of funding

Sl.No.	Seminar	Topic	Date	Amount	Source
1	UGC sponsored Seminar	Resourceful Motherhood	6 th Oct. 2009	30,000.00/-	UGC

17. Student Profile

Course

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	42	21	21	75
2009-10	21	13	13	84
2010-11	11	7	7	100
2011-12	CAP	16	16	66.68
2012-13	,,	29	29	71.43

18. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL SERVICES, DEFENSE SERVICES etc?

SET - 3 students

19. Student Progression

Student progression	Against % enrolled
UG to PG	90 %
PG to M.Phil	-
PG to Ph.D	-
Ph.D to Post-Doctoral	-
Employed	
• Campus selection	10%
• Other than campus recruitment	60%

Details of Employed students

Year	Total No.	Employed	Doing PG
2007 - 08	11	4	
2008 - 09	4	3	
2009 - 10	18	12	
2010 -11	14	-	Awaiting PG Results
2011-12	7	1	Doing PG
2012 -13	7	2	3 students Doing PG

20. Details of Infrastructural facilities in the department:

1. Department Library with 30 books, One Journal & one magazine
2. Internet facility
3. Classrooms with black boards and one computer, printer & Scanner
4. Laboratory: - 3 labs (Nutrition lab, Textile Lab & Bio chemistry Lab)

21. Number of students receiving financial assistance from college, university, government or other agencies

Year	College	Government or Other Agencies
2008-09	Nil	7
2009-10	2	13
2010-11	2	12
2011-12	2	17
2012-13	4	16

22. Details on student enrichment programmes (special lectures/ workshops /seminar) with external experts: (year wise table)

Year	Programmes
2008 to 2013	1. Residence Course (every year)
2008 -09	1. One meal preparation and exhibition
2009 – 10	1. Flower arrangement course & Demonstration 2. Seminar on resourceful Motherhood 3. Curtain Styles demonstration 4. Talk by Dr. Prasad on Naturopathy

	5. Juice preparation and exhibition
2010- 11	1. Ente Veedu Exhibition 2. Demo. By Pills Berry on novel receipies 3. Sandwich preparation and exhibition
2011 -12	1. Breast feeding awareness week 2. Flower arrangement (fresh ,Dry& Artificial) 3. Wealth from waste 4. Exhibition on creative arts 5. Summer coolers preparation and exhibition
2012– 13	1. Monsoon related diseases 2. Demo & exhibition by Former principal Madam. Rameny Tharayil on wealth from waste 4. Jewellery Making by Celinamma - Our Non teaching Staff 5. Demo. On Artificial Flower making by Miss. Neethu Thamban our alumni 6. Flower arrangement (fresh ,Dry& Artificial) 7. Wealth from waste 8. Exhibition on creative arts 9. Salad preparation and Exhibition
2013- 14	1. Exhibition – Out of the waste land 2. Flower arrangement (fresh ,Dry& Artificial) 3. Wealth from waste 4. Exhibition on creative arts 5. Chutney preparation and Exhibition

23. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Collections of paper cuttings
- Visits to subject related Institutions
- Demonstrations and exhibitions

24. Participation in institutional social responsibility and extension activities

A) Mrs. Mary Ipe:-

1. Stood against the violence against women in train
2. Shared her views through different Mass Media(Details in the table below)

Sl. No.	Topic	Chanel	Date
1	Counter Point	Malayalam communications	9 th Feb. 2012
2	Niyathrana Rekha	Malayala Manorama News channel	16 th Feb. 2012
3	Vanitha	Mazhavil Manorama	March 8 th 2012
4	Gender discrimination – Impact on Kerala Women	Adithya TV	March 8 th 2013

3. Extension activities

Sl.No.	Topic	Place / Organization	Date
1	Gender discrimination awareness programme	Assumption College	11 th August 2012
2	Gender discrimination	Knanaya Women's Forum	Oct. 3 rd 2013
3	Gender Sensitization- role of RPF	Railway Protection Force programme for CI and SI(Kerala Division) TVM	Oct. 20 th 2013

B) Classes taken outside the campus by Dr. Sr. Betsy (181 classes)

Target group/ Type of classes	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
School Teachers	2	2	-	-	-	-
Catechism Teachers	-	-	-	6	-	-
School & Nursery PTA	7	4	3	7	3	3
Mothers	3	-	-	-	-	-

MASCOM, Malayala Manorama	3	1	1	1	1	-
Flower Arrangement Demonstration	-	1	1	2	-	-
Classes on Effective Learning	-	-	14	26	14	26
3 day Life Skill Training Programme for Angels (Children of NRI parents)	-	-	-	3	4	1
3 day personality Development Programme	-	-	-	-	1	-
Two day seminar for smart group	-	-	-	2	-	-
Classes for adolescents	5	-	-	5	-	-
One day seminar for adolescents	-	-	-	-	2	3
Other classes	-	6	8	2	8	
Total classes taken	20	14	27	54	33	33

25. SWOC analysis of the Department and future plans.

Strengths

- Close –knit Teacher – Learner interactions
- Smart Line – On line counseling facility
- Flower Arrangement – Certificate course
- Mrs. Mary Ipe – A well known Social Activist
- Dr. Sr. Betsy – Resource Person, Counselor & subject expert in Child development, Parenting & Flower Arrangement.
- Talented & Creative students
- Alienation from the main building

Weaknesses

- Inconvenient location of the department

Opportunities

- Lot of chances for the staff and students to improve practical life skills, managerial skills, soft skills and interactive skills.
- Opportunities to develop hospitality and related skills
- To motivate research culture in students
- Equip the students as entrepreneurs
- job oriented course

Challenges

- Limited no. of students
- Ignorance of the job opportunities in FACS

26. Future plans/recommendations: - to overcome the challenges

DEPARTMENT OF HISTORY

1. **Year of establishment** : 1957
2. **Name of the courses offered** : B A HISTORY
3. **Annual /semester /choice based credit system(programme wise)**
 :2008-2011 Annual scheme
 :2009-present CBCSS
4. **Participation of the department in the courses offered by other departments**

Open courses

Departments	Open Course
English	English for Careers
Zoology	Human Genetics,Nutrition,Community Health And Sanitation
FACS	Self Empowerment Skills
Economics	Readings In Economics
Sociology	Elements Of Social Psychology
Physical Education	Physical Health And Life Skill Education

5. Number of teaching posts:

	Sanctioned	Filled
Asst. professors	3	2

6. Faculty profile with name, qualification, designation, specialization (D.Sc/D.Litt/Ph.D/M.Phil etc)

Permanent Faculty

Name	Qualification	Designation	Specialization	No of years of experience
Prof . Sheela Cherian	MA BEd	Assistant professor	Ancient Indian History	20 years

Dr. Ajis Ben Mathews	MA, PhD, NET	Assistant professor	Gandhian Methods of conflict resolution	4 years
Dhanya lavanyam	MA MPhil	Guest Faculty	Medival kerala history	4 years

7. Percentage of lectures handled by temporary faculty : 33%

8. Student- teacher ratio: 45:1

9. Number of academic support staff (technical/subordinate) filled: 1

10. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received:

Name	Minor project	Funding agency	Fund allotted
Dr. Ajis Ben Mathews	The threat of Communal Politics to Indian democracy	UGC	1,10,000

11. Faculty as members in University examination boards, subject expert committees, members of board of studies, governmental agencies, public bodies (make a table)

Name	Position Held
Prof. Sheela Cherian	- Vice president of the Idukki district Panchayat. - Member of district Ayurveda and Homeo hospital management committee - Member of district planning commission
Dr. Ajis Ben Mathews	- Included in the inspection committee as subject expert of History by the M G University for visiting colleges to start new courses - Member of the expert committee constituted in the absence of board of studies in the subject of History - President Kerala Research Scholars Union - General secretary of Indian Youth Congress Kerala state committee 2008-2010 - The president of Kerala private sector bank and Insurance Employees congress, a registered organization.

12. Areas of consultancy and income generated:

Name	Area	No : of cases
Dr Ajis Ben Mathews	Consultant in research methodology Consultant in research topic Gandhian Method Of peaceful conflict resolution	5

13. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/ programme : 100%

14.Awards/Recognitions received by faculty and students (year wise list of awards to be furnished)

Year	Name of the student and achievement
2011	Nijamol Joseph of has won gold medal in 4 x 400mtr Relay Relay at the women's state meet held at Alappuzha Nijamol Joseph secured Bronze medal in the M.G University Cross Country Championship Remya Krishnan has won a silver medal in 3000 mtr relay race in the women's state meet. Remya Krishnan has won a bronze medal in 1500mtr race in the women's state meet
2012	Remya Krishnan has won a Bronze in the M.G University cross country championship Aryamol M.R of has won a Gold medal in 4 x 400mtr Relay at the Women's state meet held at Alappuzha. Aryamol M.R of has won a a Bronze medal in the MG University athletic meet held Sula E.B secured First position in Kabaddi in the District level Vanitha competition held at Earnakulam. Sula E.B got Gold medal in the MG University Kabaddi championship held at Kottayam

15. List of eminent academicians and scientists/visitors to the department

Name	Topic
Dr.Francis Thomas (HOD Department of Sanskrit St: Thomas college Pala)	Specialist in waste management, visited the department and took a class on new methods in waste management
Prof: A T Abraham	Retired professor from USA took a class on problems of youth.

16.Paper publications/paper presentations by faculty

Name	No. of papers presented	Year
Dr. Ajis Ben Mathews	2	2009

17. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	168	46	46	93.18
2009-10	210	40	36	72.34
2010-11	152	44	44	71
2011-12	Centralsed allotment process	47	47	72.22
2012-13	Centralsed allotment process	48	47	71.79

18. Diversity of students

Name of the course	% of students from the same state	% of students from other states
B A HISTORY	96.37	3.63

19. Student Progression

Student progression	Against % enrolled
UG to PG	11%
PG to M.Phil	2%
Employed • Campus selection • Other than campus recruitment	45%

20. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Other facilities
The department is having a library with 216 books	Wifi enabled net facility in department	Printer , computer,white board

21. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	College	Government or Other Agencies
2008-09	5	8
2009-10	6	10
2010-11	4	11
2011-12	6	12
2012-13	5	11

22. Details on student enrichment programmes(special lectures/ workshops /seminar) with external experts: (yearwise table)

Sl.No	Academic Year	Resource Person	Topic
1.	2008-09	Mrs. Molly Makkil (<i>Rtd.faculty of history dept.,BCM college,KTM</i>)	'Women Empowerment'
2	2008-09	Prof: A T Abraham,(a retired professor from USA)	problems of youth

23. Teaching methods adopted to improve student learning

- Surprise test papers
- Group discussions
- Debates
- Quiz competition
- Equipping students with contemporary historical research areas through newspaper cuttings
- Lectures with the help of ICT

24. Participation in institutional social responsibility (isr) and extension activities

- Students and teachers visit nearby charitable institutions like Navajeevan, Abhayabhavan etc
- Department has a fund to help the needy students and fund is generated from students and teachers.
- Students contribute to the food packet collection program of the college

25. SWOC Analysis of the Department and Future Plans.

Strengths • Teachers pursuing active social work. • Socially committed students. • Good student teacher relationship • Good teacher parent relationship {telephonic interaction once in a month}
Weaknesses • Lack of advanced teaching learning equipments. • Department lacks sufficient space • Department lacks sufficient no: of books
Opportunities • Talks and lectures delivered to the students apart from the prescribed syllabus open the doors for wider opportunities. • Encouraging the students to take relevant topics for their projects which in turn lead them to be familiar with research and its methodologies.

Challenges

- Increasing number of IED students and lack of expertise to give special training to them
- Majority of the students possess a weak academic background.
- Economically weak students.

26. Future plans/Recommendations

- To equip the class rooms with more IT based teaching and learning facilities.
- To apply for more major and minor projects
- To have Post Graduate courses.
- To actively involve in research.
- To set up e- library
- To conduct a national seminar.

DEPARTMENTS OF ECONOMICS AND PSYCHOLOGY

1. Year of establishment : 1959
2. Name of the courses offered : UG
 - B.A Economics
3. Annual /semester /choice based credit system :UG Degree Programme- BA Economics
 - 2008-2011 Annual scheme
 - 2009-present CBCSS
4. Participation of the department in the courses offered by other departments
 - Open courses

Departments	Open Course
English	English for Careers
Commerce	Fundamentals of Accounting
FACS	Self Empowerment Skills
History	Social Implications Of Modern Revolution
Sociology	Elements Of Social Psychology
Zoology	Human Genetics, Nutrition, Community Health And Sanitation

5. Add On Course conducted by the department

Travel and Tourism.

6. Number of teaching posts

Designation	Sanctioned	Filled
Associate professors	2	2
Assistant professors	2	2

7. Faculty profile with Name, Qualification, Designation, and Specialization

Sl.No	Name	Qualification	Designation	Specialization	No of years of experience
1	Nima Jacob	MA, M. Phil	Associate Professor	Kerala Tourism Policy	30
2	Valsa M Kuriakose	MA	Associate professor	Quantitative Economics	28
3	Molly KT (Psychology)	MA	Assistant professor	Counseling	13
4	Shalini Thomas	MA,NET	Assistant professor	Mathematical Economics	2

8. Student-teacher ratio: 40:1

9. Number of academic support staff (technical/subordinate) filled: 1

10.. Faculty as members in University examination boards, subject expert committees, members of board of studies, governmental agencies, public bodies.

Faculty	Position
Nima Jacob	Deputy Chairperson cum chief examiner for C.B.C.S.S Economics examination
Valsa M Kuriakose	Deputy Chairperson and Chief Examiner for first and fourth semester C.B.C.S.S degree exam.

11. Percentage of students who have done in-house projects including inter departmental/programme: 100%

12. Awards/Recognitions received by the students

Sl.no	Year	Awards/Recognitions
1	2008-09	➤ Linda George got first rank in MG University Degree Examination. ➤ Kala S was a member of college Kabbadi team which secured first position in MG University inter collegiate Kabbadi tournament.

2	2009-10	➤ Tina Susan Thomas represented MG University for pre Republic day camp. ➤ Kala S was a member of college Kabbadi team which secured second position in MG University inter collegiate Kabbadi tournament.
3	2010-11	➤ Tina Susan Thomas bagged the award for best NSS volunteer of MG University.
4	2011-12	➤ Niviya S M, Rakhi P Ravi, Roomiya C Rajappan and Salikamol T L were the members of college Kabbadi team which secured third position in MG University inter collegiate Kabbadi tournament.
5	2012-13	➤ Dona Mary Thomas got second place in paper presentation competition conducted by the District Tourism Promotion Council, Kottayam.

13. List of eminent academicians and scientists/visitors to the department

Sl.No	Academic Year	Academicians
1.	2008-09	Dr. Mathew Kurian (<i>Director, KN Raj Institute of Social Sciences</i>)
2.	2010-11	Muralivallabhan (<i>Director Distant Education, M.G University</i>)
3.	2011-12	Prof. Scariakutty (<i>Dept. of Economics, Baselius College, KTM</i>)
4.	2012-13	Dr. M.P. Philip (<i>Economics Dept, S.B College, Changanasserry</i>) Prof. Leela Gopikrishnan (<i>Retd. Professor, M.G University, KTM, Social Worker and Counselor</i>)

14. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	212	51	46	93.33%
2009-10	280	48	46	95.92%
2010-11	188	40	36	80.43%
2011-12	Single Window	47	46	93.48%
2012-13	Single Window	49	48	80.55%

15. Diversity of students

Year	Percentage of Students from the same state	Percentage of Students from the other state
2008-09	97.83	2.17
2009-10	100	--
2010-11	97.22	2.78
2011-12	97.83	2.17
2012-13	97.92	2.08

16. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL SERVICES, DEFENSE SERVICES etc?

NET- 3

17. Student Progression

Student progression	Against % enrolled
UG to PG	70%
PG to M. Phil	10%
PG to Ph. D	5%
Employed	
• Campus selection	NIL
• Other than campus recruitment	61%

18.

Details of Infrastructural facilities in the department:

Library facilities	Internet facility
Department has a library with 328 books	Wi-Fi enabled net facility in department

19. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	College	Government or other agencies
2008-09	2	15
2009-10	3	18
2010-11	1	17
2011-12	1	14
2012-13	2	19

20. Details on student enrichment programmes (special lectures/workshops /seminar) with external experts:

Year	Seminars		Workshops	
	Resource Person	Topic	Resource Person	Topic
2008-09	Mrs. Rebecca (Rtd. faculty of Physics dept., BCM college, KTM)	Students and Moral values	Dr. Mathew Kurian(Rtd HOD of Baselius college, KTM)	Globalization-Its Impact
2009-10	Prof. Sr. Betsy(Faculty of Food Science dept., BCM college ,KTM)	Food Habits & Cleanliness	Dr. P.M Thomas(Rtd. Professor, C.M.S college, KTM)	Global Financial Crisis
	b)Prof. Juliet Mani(Rtd. faculty of Zoology dept.,	Role of Women in Modern World		

	BCM college ,KTM)			
2010-11	K.T Jose (<i>Manager, South Indian Bank</i>)	Modern facilities offered by Banks	Muralivallabhan(<i>Professor of Economics, N.S.S college, Vazhoor</i>)	Kerala Model of Development
2011-12	Prof. Scariakutty(<i>Dept. of Economics, Basalius College, KTM</i>)	Moral Ethics	Smt. Rani Pullicken	Personal Grooming
2012-13	Leela Gopikrishnan (<i>Retd. Professor, M.G university, KTM & Social Worker</i>)	Self Courage-A Necessity	Dr. M.P Philip(<i>Economics Dept, S.B College, Changanasserry</i>)	Union Finance Budget-An Evaluation

21. Teaching methods adopted to improve student learning

- Group discussions.
- Debates and Workshops.
- Quiz competitions.
- Seminars.
- Visits to financial institutions and interactive sessions with banking personnel.

22. Participation in institutional social responsibility and extension activities

- With a view to create banking awareness among school children students from economics department took classes on banking to students of St. Ann's GHSS, Kottayam.
- Make visits to nearby charitable institutions.
- Students took classes for housewives in Kudumbasree units to make them aware of the importance of savings and modern banking practices.

23. SWOC analysis of the Department and future plans.

Strengths ➤ Good teacher-student relationship. ➤ An active and vibrant Economics Association. ➤ A department library with more than 300 books. ➤ A strong Alumni association. ➤ PTA is working well. ➤ Effective mentoring of students.	Weaknesses ➤ Inadequate infrastructural facilities like LCD projector and e-library in the department. ➤ Lack of proficiency in English among the students. ➤ Inadequate research activities. ➤ Lack of interest among the students to appear for competitive exams.
Opportunities ➤ Students are encouraged to participate in intercollegiate and interuniversity seminars, workshops etc. ➤ Special programmes oriented for the spiritual and mental development of students. ➤ With the increasing number of financial institutions the scope of a course in Economics is widening.	Challenges ➤ Conduct campus selection programmes by inviting reputed companies. ➤ Implement programmes to enhance communication skills of students. ➤ Conduct more personality development programmes for students. ➤ Absence of P.G course in Economics.

24. Future plans/Recommendations

- Conduct national/international level seminars.
- Publish a department journal.
- Take up major projects aided by UGC.
- To commence a post graduation programme in Economics with specialization in Econometrics and Mathematical Economics.

DEPARTMENT OF SOCIOLOGY

1. **Year of establishment** : 1963
2. **Name of the courses offered** : B A Sociology
3. **Annual /semester /choice based credit system (programme wise)**
 : 2008-2011 Annual scheme
 :2009- Present CBCSS

4. Participation of the department in the courses offered by other departments

Open courses

DEPARTMENTS	OPEN COURSE
English	English for Careers
Mathematics	Applicable Mathematics
Physics	Energy And Environmental Studies
Chemistry	Chemistry In Everyday Life
Botany	Agri Based Microenterprises
Zoology	Human Genetics, Nutrition, Community Health And Sanitation
History	Social Implications Of Modern Revolution
Economics	Fundamentals Of Economics
Commerce	Fundamentals Of Accounting

Add On Courses

	Department	Add On Course
1	Sociology	Journalism And Mass Communication

5.Number of teaching posts:

Designation	Sanctioned	Filled
Associate professor	One	One
Asst. professors	Two	Two

6.Faculty profile with, name, qualification designation, specialization

Name	Qualification	Designation	Specialization	No of years of experience
Sheela John	M.A ,M.Phil	Associate Professor	Knanites : A Sociological Study	25
AlphonsaKurian	M.A,M.Ed	Assistant professor	Obesity Among Adolescence	1 ½
Dr. Reeja P.S	M.A,BEd,Phd	Assistant professor	Suicidology	1 ½

7. Student ratio -Teacher: 30: 1**8. Number of academic support staff (technical/subordinate) filled: 1****9. Publications:**

Particulars	No. of Publications
No. of Papers Published in peer reviewed journal	State – 2
	National – 1(Sage Publications)
	International -1(ISSN No 2321-109179)

10. Faculty as members in University examination boards, subject expert committees, members of board of studies, governmental agencies, public bodies**Prof. Sheela John**

- The member of expert committee in sociology ,M.G University.
- Life member of Indian Sociological Society
- Life member of Kerala Sociological Society
- Dep. Chairman /Chief B.A Degree university examinations

Dr. Reeja P.S

- Life member of Kerala Sociological Society
- Executive Committee member of Kerala Sociological Society

11. Student projects

- a) Percentage of students who have done in-house projects including
Interdepartmental/programme: 100% (All 3rd DC Students)

12. Awards/Recognitions received by faculty and students (year wise list of awards to be furnished in table form)

Name	Awards	Year
Dr.Reeja P.S	Best Poster Presentation Award Organised by IMA	2010
Remya Mohan	2 nd Rank (MG.Uty)	2009
Caroline C.Netto	3 rd Rank (MG.Uty)	2010
Vinumol Devasy	3 rd Rank (MG.Uty)	2011
Aishamol Mol P.	ACQUIRE Scholarship(MG.Uty)	2012
Aksa Merlin Thomas	ACQUIRE Scholarship(MG.Uty)	2012
Nithyamol P.S	2 nd Runner up for Kabaddi in M.G	2012
Stephy	University	
Kavya Dileep	Campions in Kabaddi , in M.G U	2013
Rose Joseph	Got Selection to present a paper on “rights of differently abled students’ in parliament at Delhi.	2013
Kukkumol Shaji	Got selection to Junior National Kabaddi team	2012-13
Anjitha	Champions in Wrestling in M.G U	2013
Swapna		

13. List of eminent academicians and scientists/visitors to the department : (year wise)

Sl.No	Academic Year	Academicians
1.	2008-09	Dr.Mathew Kurian (<i>Retd HOD of Baselius college,KTM</i>)
2.	2009-10	<i>Prof. Dr. Rosamma Mathew ,Prof. of History K.E.College, Mannanam</i>
3.	2011-12	• <i>Dr. Rosamma Mathew (Prof. of History K.E.College, Mannanam.)</i> • <i>Prof. Laila Joseph(Rtd.Professor &former HOD of Sociology Dept,BCM College)</i>
4.	2012-13	• <i>Sri.P.K Alexander(Rtd Supt. of Juvenile Home.)</i> • <i>Prof.Rebecca George(Rtd. faculty of Physics dept, BCM college</i>
5.	2012-2013	<i>Sri.. P.U Thomas, (Director of Navajeevan Trust.)</i>
6.	2013-14	<i>Prof. T.M. Grace(Rtd.Professor & Former HOD Of Sociology Dept,BCM College)</i>

14. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	85	34	34	83%
2009-10	80	30	30	88.5%
2010-11	98	32	32	83%
2011-12	CAP	36	36	90%
2012-13	CAP	39	39	93.3%

15. Diversity of students

Name of the course	% of students from the same state	% of students from other states
B.A.Sociology	99.4%	0.6%

16. How many students have cleared national and state competitive examinations such as NET,SLET,GATE,CIVIL SERVICES,DEFENSE SERVICES etc ?

NET-10, SET- 5

17. Student Progression

Student progression	Against % enrolled
UG to PG	43%
PG to M.Phil	3%
PG to Ph.D	2
Ph.D to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil 5%

18. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility
• Department Library with 50 books	• Internet facility with printer is available for faculty and students.	• OHP projector

19. Number of students receiving financial assistance from college, university ,government or other agencies

Year wise	College	Govt. or other agencies
2008-09	2	22
2009-10	1	12
2010-11	2	14
2011-12	1	21
2012-13	2	27

20. Details on student enrichment programmes(special lectures/ workshops /seminar) with external experts: (yearwise table) :

Seminars conducted by the department

Sl.No	Academic Year	Resource Person	Topic
1.	2008-09	a)Mrs. Annie Babu (Social worker and the director of the institution 'Swanthanam') b)Mr.Abraham Stephen(Personality trainer)	Empathy in real life situations Personality development at adolescence Adjustment Problems among Adolescence
2.	2009-10	a) Adv. Naduvattom Sathyaseelan (senior editor Mangalam Publications and Correspondent –AIR &Dooradarshan) b)Resource team from Frankfurt	“Sensationalization of mass media in modern society”. Career Guidance Programme’
3.	2010-11	a)Y’S men club and department of Sociology on ‘Learning Disability’. It was an open session for the public. b) Sr.Joan Chungappura (Director of Trada Counselling centre)	‘Learning Disability’ “Alcoholism a serious threat to modern society

4.	2011-12	Dr. Roasamma Mathew (<i>Prof. of History</i> <i>K.E.College, Mannanam.</i>)	Application of Historical Methods in Social Research
5.	2012-13	a)Prof. Laila Joseph (former HOD of Sociology Dept. on July 19 th 2012.) b) Prof.Rebecca George(<i>Rtd.</i> <i>faculty of Physics dept, BCM</i> <i>college</i>) c) Sri.P.K Alexander (<i>Rtd</i> <i>Superintendent of Juvenile</i> <i>Home.</i>) d) Sri. P.U Thomas (<i>Director</i> <i>of Navajeevan Trust.</i>)	Emerging trends of Sociology in present scenario Talk on Personality Development Delinquents and Crime Problems of Elderly

Workshops organized by the department

Sl.No	Academic Year	Workshops	Topic
1.	2009-10	Y'S men club and department of Sociology	'Learning Disability'
2.	2010-11	Conducted a workshop in connection with the introduction of CBCSS programme.	Restructuring of Syllabus

21. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Debates and Workshops
- Screening of short films related to syllabus

22. Participation in institutional social responsibility (isr) and extension activities :

Year	Activity
2008-2013	• Visiting old age homes, destitute homes • Food Packets are distributed regularly once in a week to Navajeevan Trust ,KTM

23. SWOC analysis of the Department and future plans.

Strengths • The Study Tours focusing on different strata of society are organized • Effective inter-personal relationship between students, teachers and parents • Good teacher student ratio. • Papers have been presented at state, national level conferences	Weaknesses • Absence of PG. course in Sociology • Inadequate audio visual aids
Opportunities • Advanced Learners are getting opportunity to present and participate in national seminars • Outreach programmes for students give exposure to future profession in the field of Sociology • Slow learners get academic boost by remedial coaching and peer teaching.	Challenges • Low proficiency in communication skills of students. • Not getting enough time to finish vast CBCSS programme.

24. Future plans/Recommendations

- Organize national seminars, with the assistance of UGC and other funding agencies.
- Programmes to strengthen links with NGO & GO'S.
- More research participation by the students.
- Undertake more major and minor projects .

DEPARTMENT OF COMMERCE

1. **Year of establishment** : 1981 (Aided)
: 2013 (Unaided)
2. **Name of the courses offered** : UG B.com (Finance and Taxation)

B.com (Computer application)- Unaided

: PG M.com (Finance)- Unaided

M.com (Taxation)- Unaided

3. **Annual /semester /choice based credit system (program wise)**

: 2008-2011 Annual scheme

: 2009 Present CBCSS

4. **Participation of the department in the courses offered by other departments**

Open courses

DEPARTMENTS	OPENCOURSE	NO OF STUDENTS	
		2013	2012
English	English for Careers	19	25
Chemistry	Chemistry In Everyday Life		1
Botany	Agri based Microenterprises		1
Mathematics	Applicable Mathematics	5	4
FACS	Self Empowerment Skills	14	
Economics	Readings In Economics	27	18
Sociology	Elements Of Social Psychology	1	6
Physical Education	Physical Health And Life Skill Education		
History	Social implications of modern revolutionary	4	

Courses conducted by the department

Name	Department
Certificate course on Tally	Commerce
Certificate course on Practical Accountancy, Tax practitioner and Tally	Commerce

5. . Number of teaching posts:

Name of the Post	Sanctioned	Filled
Associate professors	6	4
Guest Lecturers	5	5

6. . Faculty profile with Name, Qualification, Designation, and Specialization

Name	Qualification	Designation	Specialization	No of years of experience
Dr. Sr. Karuna (principal)	M.com, PhD	Principal	Financial management	26
Shyla G. Nair(HOD)	M.com	Associate Professor	Financial management	29
Omana Jacob	M.com	Associate professor	Banking	28
Josephina Simon	M.com, LLB	Associate professor	Financial management	27
Nikhil Mohan	M.com, NET	Guest lecturer	Finance	
Anisha Philip	M.com	Guest lecturer	Finance and Banking	
Bony Mathew	M.com, MBA	Guest lecturer	Finance and Marketing	
Tessa Vellapally	M.com	Guest lecturer	Finance	
Rinku Hana Raju	M.com	Guest lecturer	Finance	

7. List of senior visiting faculty with year and purpose – Dr. Stephen Analil (Retired principal St. Stephens College Uzhavoor from 2013 onwards to teach M com students.

8. Percentage of lectures handled by temporary faculty: 35% in B.com (finance and taxation)

100% in B.com (computer application)

100% in M.com

9. Student- teacher ratio:

B.com- 60:1(Finance and Taxation)

B.com- 15:1(Computer application)

M.com- 15:1(Taxation)

M.Com- 15:1(Finance)

10. Number of academic support staff (technical/subordinate) filled: 1

11. Student projects

a) Percentage of students who have done in-house projects including Interdepartmental/program – 100%

12. Awards/Recognitions received by faculty and students

Awards received by faculty

Dr. Sr. Karuna (Principal)

- John Paul Pappa Puraskaram by Catholic Federation of India for the Best Principal(2007).
- K.T. Ouseph Award by Indian Red Cross Society(2012).

Awards received by students

NAME	Year	AWARDS
RESIN GEORGE	2012	Second prize in 4*400mtr relay, national women sports competition of Chennai. Second prize in 400mtr women's state meet at Alappuzha. Third prize in 800mtr junior state meet at Ernakulam
MEENU SEBASTIAN	2012	First prize in All India kabadi tournament, Kannur

		First prize in All India Kabadi tournament, Kumarakom First prize in MG university kabadi, Ernakulam
SALINI JOSEPH	2012	4*400 mtr Relay, women's state meet at Alappuzha Third prize in MG university inter collegiate meet at Ernakulam cross country.
VIMMY MARIUM GEORGE	2013	Kerala state award for best dubbing artist.
ASWINY RACHEL	2011	3 rd position south zone beauty context.

13. List of eminent academicians and scientists/visitors to the department

Year	Name
2008-09	Seminar on medical transcription by Miss. Rachel Cherian and Mr. Laiju Mathew of the Chemmannur academy on July 28.
2009-10	Seminar on stock exchange by Robin Abraham, investment consultant from Gabin Capital Market Ltd.
2010-11	Mr. Cor Simons, Netherlands on entrepreneurship development.
2011-12	Seminar on plastic money was conducted by Dr. Rajagopalan Nair, HOD St. Alberts College
2012-13	A seminar on research methodology was conducted by Dr. Roy Sam Daniel, department of commerce CMS College, Kottayam.

14. Admissions

Course: B.Com (Taxation)

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	480	62	62	83
2009-10	500	60	60	73
2010-11	420	57	57	82
2011-12	CAP	70	70	91
2012-13	CAP	60	60	95

Course: M.Com

2013-2014	CAP	29	29	

Course: B.Com (computer application)

2013-14	CAP	15	15	

15. Diversity of students

Name of the course	% of students from the same state
B com(Taxation)	100
B com(CA)	100
M com	100

16. How many students have cleared national and state competitive examinations such as

NET

2008	2009	2010	2011	2012
10	7	14	11	12

17. Student Progression

Student progression	Against % enrolled
UG to PG	72
PG to M.Phil	15
PG to Ph.D	10
Ph.D to Post-Doctoral	2
Employed	
• Campus selection	8%
• Other than campus Recruitment	60%

18. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classroom with white board
Library facility is available in the department with 462 subject related textbooks.	Net facility in department	B.Com I year B.Com III year B.Com I year (SF) M.Com

19. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	Government or other agencies
2008-09	38
2009-10	37
2010-11	43
2011-12	52
2012-13	50

20. Details on student enrichment programmes (special lectures/ workshops /seminar) with external experts:

2008-09

- Seminar on Medical Transcription by Miss. Rachel Cherian and Mr. Laiju Mathew of the chemmannur academy on July 28.
- T.I.M.E entrance coaching on MBA career option on October 21.
- Practical training of commerce by TIA Institute of Accountants.
- A seminar on new generation banking and global ATM by Mr. Raphael and Ms. Ancy Kurian of South Indian Bank Kottayam on November 18.
- Personality development program for commerce students conducted by Mr. Abraham Stephen, Director of Centre for Excellence.

2009 -10

- A career oriented talk by Mrs. Prem Chandran from IMS institute on 23rd June 2009.
- Personality development seminar by Mrs. Rebecca, retired professor, BCM College.
- Bank test preparation course by Mr. Rajesh from EKM Bank institute.
- Personality development program by Mrs. Anice and Sr. Liza, councilors.
- Seminar on stock exchange by Robin Abraham, investment consultant from Gabin Capital market Ltd.

2010-2011

- A seminar by Prof. Varghese Abraham on entrepreneurship development.
- A seminar taken by Mr. Cor Simons, Netherlands on entrepreneurship development.
- A seminar conducted by entrepreneurship development centre.

2011-2012

- Seminar on securities and share markets by ICWAI
- Tagline competition and product launch competition conducted by commerce association.

- Career guidance class by Dr. Rajagopal, HOD of St. Alberts College, Ernakulam.
- A seminar on qualities of an accountant by Dr. K.B Somanathan Pillai, director of institute of commerce.

2012-2013

- Seminar on personality development and moral values by Smt. Grace Lal, counselor.
- Seminar on plastic money was conducted by Dr. Rajagopalan Nair, HOD St. Alberts College.
- A seminar on research methodology was conducted by Dr. Roy Sam Daniel, department of commerce CMS College, kottayam.
- Inter departmental general quiz competition was organized by commerce association.
- Seminar on career guidance class on CAT, MAT, Bank test and CPT by Mrs. Reenu Sacharia MBA of career launcher Kanjikuzhy.
- Seminar on met life insurance by Smt. Latha Thomas, senior agency manager.
- A seminar on importance of tally training program by Sri. Rajeesh Nair, Infografixs, Training and service centre.
- Commerce association conducted an inter department best Avente (best manager) and Mad- Ad (creative advertisement) competition.

21. Teaching methods adopted to improve student learning

- Assignments and viva
- Group discussions and Seminars
- Debates and Workshops

22. SWOC analysis of the Department and future plans.

Strengths 1) Healthy relationship between teachers and students. 2) Very active association. 3) Maintaining a Department Library in association with ICA	Weaknesses 1) High teacher student ratio in B.Com(finance & taxation)
Opportunities 1) Personality development and leadership qualities of students are enhanced through various activities of association. 2) Certificate courses offered. (Tally, Practical Accounting) (students who have the above certificates can work as Tax consultant, Tax practitioner) 3) Career oriented financial education program provided by NSDC, BFSI and Prime ministers' office 4) Separate section is provided for commerce students in college library (books are sponsored by ICA)	Challenges 1) Not getting enough time to finish vast syllabus in CBCSS program 2) Lack of academic flexibility.

23. Future plans/Recommendations

- 1) To develop the department as a research center.
- 2) To start professional courses such as BBA.

DEPARTMENT OF PHYSICAL EDUCATION

1. **Year of establishment** : 1958
2. **Course conducted by the department** : One year certificate course in
Yoga, Karate and Kalaripayattu

3. **Number of teaching posts** : 2

	Sanctioned	Filled
Asst. professors	2	1
Guest Faculty	1	1

4. **Faculty profile with name, qualification, designation, specialization (D.Sc/D.Litt/Ph.D/M.Phil etc)**

Name	Qualification	Designation	Specialization	No of years of experience
Rajesh P.C	M.P.E, N.I.S	Assistant professor	Track and field	9 yrs
Luke Leon Kurian	M.P.E	Guest Lecturer	Track and Field	6 months

5. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR etc and total grants received:**

- Rs 5 lakhs received under the UGC scheme – Development of Sports infrastructure and equipment in colleges 2011-2012

6. **Awards/Recognitions received by faculty and students**

Faculty

Mr. Rajesh P.C

Award given by M.G University for exemplary service through the National Service Scheme - 2008/09

Students

M.G. University Level 2008-09

- Kabaddi team secured first position in the Inter-collegiate Kabaddi Tournament.

- Cycling team secured second position in the Inter-Collegiate Cycling Championship.
- Cricket team secured IVth position in the Inter-Collegiate Cricket Tournament.
- Kho-Kho team secured IVth position in the Inter-Collegiate Kho-Kho Championship.
- Table Tennis team secured IVth position in the Inter-Collegiate Table Tennis Championship.
- Baseball Team secured IVth position in the Inter-Collegiate Baseball Championship.

Achievement of team championship in M.G.University level, 2009-10

- ❖ Kabaddi team secured second position in the Inter-Collegiate Kabaddi Tournament.
- ❖ Cycling team secured second position in the Inter-Collegiate Cycling Championship.
- ❖ Cross Country team secured Third position in the Inter-Collegiate Cross country championship.
- ❖ Kho-Kho team secured IVth position in the Inter-Collegiate Kho-Kho Championship.

Achievement of team championship in M.G. University level 2010-11

- ❖ College Kabaddi team secured IInd place in the Inter-Collegiate Kabaddi Tournament.
- ❖ College Cross Country team secured IIIrd place in the Inter-Collegiate Cross Country Championship.

Achievement of team championship in M.G .University level 2011 – 12

- ❖ College Cross country team secured Third place in the Inter-Collegiate Cross Country Championship
- ❖ College Kabaddi team secured Third place in the Inter-Collegiate Kabaddi Tournament

Achievement of team championship in the M.G. University level 2012-13

- ❖ College Cross country team secured Third place in the Inter-collegiate cross country championship
- ❖ College Kabaddi team secured First place in the Inter-collegiate Kabaddi Tournament.
- ❖ Fourth position in power lifting championships with one silver and one bronze medal

7. Outstanding Sports Performers

1. Soniya P.M.

- Bronze Medal in Federation Cup Junior National Athletic meet Lucknow, in the event of 800M race 2009-10
- Gold medal in All India Inter University Cross Country team Championship 2009-10.
- Gold Medal in Junior National Cross Country team Championship at Delhi 2009 – 10.
- Bronze Medal in All India Inter-university Athletic Meet at Gundoor 2010-2011.
- Gold Medal in Junior Federation Cup National Athletic Meet at Visakhapattanam 2010 – 2011.

1. Riya Thomas

- ❖ Bronze medal in South Zone Athletic Meet at Bangalore 2010-2011
- ❖ Gold Medal in South Athletic Meet 2012 – 13.

2. Resin George

- ❖ Gold Medal in South – zone Athletic meet 2011-12
- ❖ Silver medal in women National Athletic meet 2012 – 13

8. Details of Infrastructural facilities in the department:

- a) Sr. Savio Basket Ball court:- A Magnificent concrete basket ball court with gallery on two sides (15M x 28M)
- b) Fitness Center: - A Multi Gym with 12 stations and a power lifting/Weightlifting set is functioning in the college. Many students and teachers are utilizing the facility free of charge.
The fitness center is opened in the morning and evening for the students and staff.
- c) Badminton Court :A concrete Badminton Court is located on the western side of the Auditorium. Staff and students are using the facility in morning and evening.
- d) Multi purpose auditorium for training events like Karate, Yoga etc
- e) Kabaddi/Kho Kho Court adjacent to the basketball court
- f) 3 international standard road cycles for intercollegiate competitions
- g) 10 wrestling dummies for the training purpose of the college wrestlers
- h) Computer with internet connection and with Scanner/Printer

9. Teaching methods adopted to improve student learning.

- Skill/Technique mistake corrections by photo and video evaluations of students
- Video demonstrations for teaching new skills.

10. SWOC analysis of the Department and future plans.

Strengths • Strong support from the management for Physical education activities • Support from district sports council and associations like Kabaddi association for providing scientific training to the students. • Multi talented students. • A well equipped fitness center	Weaknesses • Lack of space for development of outdoor sports infrastructure. • Lack of an indoor stadium. • Improper scheduling of competitions and exams by the University • Lack of a sports hostel and other facilities in the campus for attracting outstanding sports person to the college
Opportunities • Attract the regular students in the facilities available in the campus like fitness center, playing grounds etc • Promote activities like Karate for all the students.	Challenges ➤ Decreasing participation of students in intramural and extra mural events ➤ Formation of various new teams in games like Cricket, Basket ball etc

11. Future plans/Recommendations

- To organize state/national level seminars on subjects related to Physical Education/Sports
- To organize and conduct intercollegiate competitions and University camps in the college
- The college really requires an indoor-stadium as the college now focuses mainly on indoor games like Wrestling, Judo taekwondo, Shuttle badminton etc.
- A Sports hostel and other incentives should be offered to attract outstanding sports persons to the college.
- The relocation of the department –the department should be placed at a place ,preferably outside the main building ,which could be accessed at any time as per the requirement.

DEPARTMENT OF FOOD SCIENCE & QUALITY CONTROL

1. **Year of establishment** : 1997
2. **Name of the course offered** : B.Sc. Food Science & Quality Control (Unaided)
3. **Annual /semester /choice based credit system (programme wise)**
 : 2008-2011 Annual scheme
 : 2009-present CBCSS
4. **Participation of the department in the courses offered by other departments**

Open courses

DEPARTMENTS	OPEN COURSE
Computer Science	Internet, Web Designing and Cyber Laws

5. **Courses in collaboration with other universities, industries, foreign institutions etc:**

Hazard Analysis & Critical Control Points Certification Program (HACCP Certification Programme)

6. **Number of teaching posts:**

	Sanctioned	Filled
Guest Lecturers	7	7

7. **Faculty profile with name, qualification, designation, specialization**

Name	Qualification	Designation	Specialization	No of years of experience
Anju Annette Cherian	M.Sc	HOD	Food Service Management and Dietetics	16
Rittu	M.Sc	Lecturer	Food Science	5

Susan Babu			and Technology	
Sherley Thomas	M.Sc	Lecturer	Medical Microbiology	2
Asha Yohannan	M.Sc, B.Ed	Lecturer	Food Science and Technology	1

8. **Percentage of lectures handled by temporary faculty** : 100% (Self Financed course)

9. **Student- teacher ratio:** 30:1

10. **Number of academic support staff (technical/subordinate) filled:** 1

11. Areas of consultancy and income generated:

- Anju Annette Cherian*- Parayil Foods, Pala- Nutrient content of food
- Rittu Susan Babu*- Orient Spices- Training of lab technicians and placement of technical staff
- Asha Yohannan*- Nirapara Rice- Placement of technical staff.

12. Faculty as members in University examination boards, subject expert committees, members of board of studies, governmental agencies, public bodies (make a table)

Name of Faculty	Participating Board
Anju Annette Cherian	Expert committee member for MSc Food Sc & Technology, CFRD, Konni
	Expert committee member for restructuring B.Sc. & MSc Food Sc & Quality Control syllabus
	Chairperson for CBCSS B.Sc. Food Science & Quality Control since 2010
	Inspection committee member for B.Sc. Food Science & Quality Control, NSS, Changanacherry, & St George's College, Aruvithura
	Committee member for Executive Council for Implementation of Hridyakumari Committee Report
	Member Board of Studies for Food Science and

	Quality Control, MG University
Rittu Susan Babu	Question paper setter for B.Tech degree examination CUSAT
	Expert committee member for Executive Council for Implementation of Hridayakumari Committee Report
	Expert Committee member for B.Sc. Food Science and Quality Control
Sherley Thomas	Question paper setter for B. Tech degree examination CUSAT
	Member of inspection commission for B.Sc. Food Science & Quality Control

13. Student projects

- a. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/industry/other agencies: 100%

14. Awards/Recognitions received by students

Name of Student	Award Received
Rajimol K C	1 st Rank, MG University, 2008
Nileena N Mooss	2 nd Rank, MG University, 2008
Annu Maria Alexander	3 rd Rank, MG University, 2008
Neethu Ravikumar	2 nd Rank, MG University, 2009
Steffy Susan Thomas	3 rd Rank, MG University, 2009
Aneeta Joy	2 nd Rank, MG University, 2010
Mareena Joseph	3 rd Rank, MG University, 2010
Alinta Abraham	1 st Rank, MG University, 2011
Midhu Theresa Mathew	Winner, Kathaparayumbol, Kairali TV, 2009
	A grade for Katha prasangam, MG Youth Fest, 2012
Treesa Vincent	University Union Council Member 2011-2012
Printa Sebastian	3 rd place, Maargamkali (group), MG Youth

	Fest, 2012
Goldeena Philipson	1 st place, Oppana (group), MG Youth Fest, 2012
Merlin Baby	University Kabbadi Team
Teenu Babu	Kottayam District Kabbadi Team

**15. List of eminent academicians and scientists/visitors to the department
(year wise)**

Year	Name of Visitor	Designation/Post
2008, '09, '10	Abraham Stephen	Director, Academy for Excellence
2008-09	Dr T S G Iyer	Director, Food Safety Solutions
	Miss Saranya (alumni)	Research Scientist, Coffee Board
	Ani S Das	MD, Meat Products of India
	Dr Nirmal Satish	Research Scientist, MPI
	Dr Shibu Thankachen	Asst Manager, MPI
2008, '09, '10, '11, '12, '13	Smt Pinchu Elizabeth Thomas	HOD, Dept Food Sc & Technology, MACFAST, Thiruvalla
2009-10	Joseph Mathew	CEO, Systems International, Kuwait
	Joenna Mary Mathews (alumni)	Lecturer, IIM, Kozhikode
	Sini Thomas(alumni)	Senior Food Technologist, Jive
2010-11	Dr. Jose Joseph	Retd Scientist, CIFT, Kochi
2011-12	Shaji M N	Auditor & Quality Manager, Verneon systems
	Parvathy Krishnan(alumni)	Research Fellow, Loyola College
2012-13	David Konath	Food Inspector, Kottayam District
	D Wilson	Food Safety Officer, Kanjirapally

	Ravindran Nair	Food Safety Officer, Changanacherry
	Neethu Ravikumar (alumni)	Lecturer, CFRD, Konni
	Parvathy Sharath(alumni)	Lecturer, CFRD, Konni
	Manu Rajan	Marketing Head,Airtel Telecom, Africa
2013-14	Dr. Rahul Cyriac	HOD, Dept of Food Science, St George's College, Aruvithura
	Rajesh T	Lecturer, CFRD, Konni
	Kelly Amsbury	Oregon University, USA
	Dr Ann M Willyard	Oregon University, USA
2011,'12, '13	Mrs Beena Cherian	Principal, CFRD, Konni

16. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	70	22	22	100
2009-10	70	23	23	95
2010-11	70	22	22	95
2011-12	CAP		33	
2012-13	CAP		35	

17. Diversity of students

Name of the course	% of students from the same state
Food Science and Quality Control	100

18. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL SERVICES, DEFENSE SERVICES, etc?

Program	Number of Students
UGC-NET	6

19. Student Progression

Student progression	Against % enrolled
UG to PG	85
PG to Ph.D	10
Employed	
• Campus selection	20
• Other than campus Recruitment	80

20. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
Students and faculty have access to 250 books and 4 journals from the department library	Net facility in department Desktop PC and Printer available	Classroom with white board and LCD projector, common smart class	Fully equipped labs for food analysis, food chemistry and air conditioned food microbiology laboratory.

21. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	Government or other agencies
2012-13	1
2013-14	2

22. Details on student enrichment programmes(special lectures/ workshops /seminar) with external experts: (yearwise table)

Year	Name of the Program
2008	HACCP Certification Program
	Personality Development Program
	Career Orientation Program
	Career Opportunities in Canada
	Seminar on Processing and Packaging of Meat & Meat Products
	Soft Skill Enhancement & resume writing
	Lecture on Milk & Milk products
	Lecture on Cereals and Cereal Products
	Interaction with Alumni
2009	Seminar on Food Laws and Standards
	Seminar on ISO
	World Food Day- Exhibition
	Interaction with Alumini
	Personality Enhancement Program
	Lecture on Milk and Milk Products Technology
	Lecture on Cereals and Cereal Products Technology
2010	Resume Writing and Mock Interview
	Lecture on Vitamins for the Body
	Interaction with rank holders
	Industrial Motivation Campaign
	Seminar on Sanitation and Food Safety
	Class on Cereal Technology
2011	Lecture on Milk Processing Technology
	Lecture on Meat Processing Technology

	Interaction with prominent Alumini
	Lecture on Research Methodology and Statistics
	ISO Certificate training program
	Lecture on Beverage Technology
2012	Seminar on Food Laws & Healthy practices –Food safety
	Seminar on Sanitation- Importance, rules & regulations
	Lecture on Vitamins, Minerals & Their Impact on Health
	HACCP Certification Program
	Lecture on Research mMethodology and Statistics
	Food Science Exhibition
	Seminar on Stress Management
	Class on Milk Processing Technology
	Seminar on Marketing Management
	Lecture on Meat Processing Technology
2013	International Seminar on Experimental Techniques in Ecological Conservation
	Spice Exhibition and Spice Buffet
	Lecture on Vitamins And Their Role in The Human Body
	Lecture on Research Methods and Biostatistics
	Lecture on Minerals and Their Impact on Health

23. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Debates and Workshops
- Exhibitions
- Industrial visit

- Group participation of students in managerial, financial and quality aspects as a part of management studies in the college canteen

24. Participation in institutional social responsibility (isr) and extension activities

Additional help extended in running and maintaining the canteen with quality food prepared with good sanitation & hygienic practices in BCM College campus.

The students of FSQC Department have always engaged in extension activities by collecting money and giving it to the needy, distributing clothes to slum areas, visiting Navajeevan, a home for orphans and destitute in Kottayam and Agathi Mandiram, Manganam

25. SWOC analysis of the Department and future plans.

Strengths ❖ Experienced and well qualified teaching faculty from reputed universities. ❖ Well established links with over 400 food industries in India & abroad. ❖ High Employability of Alumni. ❖ Regular Alumni visits (students from 1997 onwards). ❖ Regular classes without any political hindrance. ❖ Good relationship between staff, students and management. ❖ Good laboratory and department facilities.	Weaknesses ❖ Limited laboratory area for post graduate studies e.g. pilot plant ❖ Require more facilities in terms of e-learning and smart class
Opportunities ❖ MOU with food industries helps in securing placements	Challenges ❖ To train present day students to be self sufficient, employable and have good social skills ❖ To achieve recognition from the government in employing Food Science students as Food Inspectors and related posts.

26. Future plans/Recommendations

- Introduction of more professional new generation food science courses
- To start PG course with better equipped laboratories
- Development of pilot plant
- Laboratory accreditation

DEPARTMENT OF SOCIAL WORK

1. **Year of establishment** : 2002
2. **Name of the course offered** : MSW (MASTER OF SOCIAL WORK)

3. **Annual /semester /choice based credit system (programme wise)**

Semester scheme	2008 - 2012
CBCSS	2012 onwards

4. **Number of teaching posts:** 07

5. **Faculty profile with name, qualification, designation, specialization**

Name	Qualification	Designation	Specialization	No of years of experience
Dr.Ipe Varughese	MA, MBA, MSW, PhD	Assistant professor	Medical & Psychiatry	9 years
Mr.Manoj P Kurian	MSW	Assistant professor	Medical & Psychiatry	4 years
Fr.Philmon Kallathra	MSW	Assistant professor	Medical & Psychiatry	1 year
Mr.Vysak Mohan	MSW	Assistant professor	Family & Child Welfare	6 months
Ms.Elizabeth Moby	MSW	Assistant professor	Community Development	6 months
Ms.Surya Krishna	MSW	Assistant professor	Community Development	1 year

6. **List of senior visiting faculty**

Sl.No	Name
1	Prof. Mathew Kurian
2	Adv.Kochurani
3	Adv. Sethu Lakshmi

7. Percentage of lectures delivered and practical classes handled by temporary faculty

Sl.No	Year	Percentage
1	till 2012	8.3 %
2	2012-13	9 %
3	2013-14	20 %

8. Student- teacher ratio: 12: 1

9. Number of academic support staff (technical/subordinate) filled: 02

10. Departmental projects funded by DST-FIST ; UGC, DBT, ICSSR etc. and total grants received:

Year	Title of the project	Funding agency	Grants received
2009	District level programme against Iodine Deficiency Disorders among children	UNICEF	55,500.00
2009	Creating a protective environment for children with special focus against child sexual abuse in Vijayapuram Grama Panchayat	UNICEF	2,50,767.00
2009	AIDS antistigma campaign (Mazhavillu)	UNICEF	13,025.00
2010	Programe against domestic violence	World Vision	3,605.00
2011	Child line Nodal office	Ministry of Women and Child Development, New Delhi	2,40,000.00 (yearly)
2012	Awareness campaign on disaster Reduction and Management	UNDP & Govt. of Kerala	44,340.00

11.No. of papers published in peer reviewed journals : Three

12. Areas of consultancy and income generated:

Name of Faculty	Area of Consultancy
Jasmine Mathew	Initiatives against Child abuse Nov 2008 for Mutholi Grama Panchayat
Rashmi R Nair	Initiatives against Child abuse Nov 2008 for Mutholi Grama Panchayat
Jolly K James	Gender issues
Dr.Ipe Varughese	Consultations for creating a protective environment for children at KILA, UNICEF, Govt. of Kerala, World Vision
Dr. Ipe Varughese	technical consultation meeting on National Policy on Child. (Organized by UNICEF) at Trivandrum
Dr. Ipe Varughese	National Consultation Meeting at NIPCCD (National Inst.for Public Co-operation in Child development) Bangalore for preparation of syllabi for SCPS and DCPS function of ICPS programme (on 20.10 11 and 21.10.11).
Dr.Ipe Varghese	Consultation On curriculum revision of MSW syllabus (MG University)
Dr.Ipe Varghese	South India regional and National level consultation on Mid term review of eleventh five year plan organized by UNDP and Wada Na Todo Abhiyan
Ms. Raji Thomas	Consultation meeting on 8.9.10 held at Rajagiri on National Policy for children at Ernakulam
Dr.Sr.Leesa	Consultations for creating a protective environment for children at Vijayapuram panchayat
Ms. Jolly K James	Consultations for creating a protective environment for children Vijayapuram panchayat
Mr. Manoj P Kurian	Consultations for creating a protective environment for children Vijayapuram panchayat
Mr. Manoj P Kurian	The public health arm and social consequences of alcohol by National Inst. Of Social Defence at Trivandrum

Mr.Deepak Joseph	Consultations for creating a protective environment for children Vijayapuram panchayat

13. Faculty as members in University examination boards, members of board of studies, governmental agencies, public bodies etc.

Name	Organization
Dr.Ipe Varughese	MG University Pass board
	Secretary, BCM OJASS
	Secretary, ICSW Kottayam Chapter
	Director, Child line Kottayam District Nodal office
	Member, District Child Protection Committee
	Member, State Child line Coordination Committee
	Secretary, Kerala Association of Professional Social Workers, Kottayam Chapter
	Member, Kerala Association of Professional Social Workers, governing council
	Member, executive committee, ARDSI Kottayam
	Member, Advisory Board, Archana Women's society
Mr.Manoj P Kurian	MG University Pass board
	Member, Governing body, BCM OJASS

14. Student projects

- a. Percentage of students who have done in-house projects including interdepartmental/programme : 100%
- b. Percentage of students placed for projects in organizations outside the institution i.e in Research laboratories/industry/other agencies : 100%

15. Awards/Recognitions received by faculty and students (year wise list of awards to be furnished in table form).

Sl. No.	Name	Events/Organization
1.	Mr Jain Cyriac Babu	best actor in the MG University fest for drama 2008
	Department	Overall championship in ALL Kerala Social Work Students meet organized by ICSW consecutively for three years (2008,09 & 10)
	Students team	Got second prize in the Project Proposal writing Competition in Denova '09 at De Paul Institute, Angamali
	Students team	National level Second Overall Champion ship by winning in (i) Multimedia Presentation (Ist) (ii) Poster Presentation (second) (iii) theme presentation (third) (iv) Local Income generation technologies (third) in 'Spectra' the National Social Work Students Meet held at Marian College, Kuttikkanam on 8-9 Mar 10
	Shaiji Augustine	First Rank in MG university in 2009-11 Batch.
	Sr. Shaiji Augustine	'Best dissertation in Kerala Award' for Social Work students for the academic year 2011-12 (by ICSW- Indian Council of Social Welfare)
	Department	First prize in the state level 'float' competition organized by Santhwanam on 16 Dec 2011 against Alcoholism.
	Department	Second position in State level Social Work students meet at Vimala College, Trichur (secured first prize in Street Play, First Prize in Exhibition and third prize in essay competition).
	Mr.Sijo, Mr.Siby, Ms.Sreenu and Ms. Reshma	First prize in the national level quiz competition at Don Bosco College, Angadikadavu, Kannur .
	Students team	first prize in Folk song competition organized by Nehru Yuwak Kendra at Kottayam

16. List of eminent academicians and scientists/visitors to the department (year wise)

Date	Name of Academician/Scientists
11-12 Jul.2008	Dr.P V Baiju, SSUS Kalady
	Ms. Kalki, Sahodari foundation Chennai
24-10 2008	Dr. Parthasarathi, NIMHANS, Bangalore
2-09-2008	Dr. Mahajan P Mani, Head, Dept. of Gandhian Studies, MGU
19-01-2009	Dr. Sindhu G Nair
06-02-2009	Dr.Shekhar Sheshadri, NIMHANS
	Dr.MRK Nair, CDC TVM
25-03-2009	Dr. Roy Abraham Kalluvayalil
	Dr. Varghese Punnoose
	Dr. Prabhavathy
24-06-2009	Mr. LuckoseP J, Carithas india, New Delhi
25-06-2009	Dr. Jahanara, Inst. Of Human Behaviour and Allied Science. New Delhi
23-07-2009	Dr. Mary Venus Rajagiri College
14-08-2009	Dr. P R Jayakumar DMO Kottayam
	Dr. Jose Antony, HOD, SSUS Tirur
24-09-2009	Mr. Sarad Chadran
11-02-2010	Prof. Mathew Kurian
16-08-2010	Mr. A V George World vision
20-08-2010	Ms. Louise Mc Abes
06-09-2010	Mr. Christopher Ornales Texas, USA
20-09-2010	Fr. Philip Parakkattu
27-10-2010	Sri. Joan Chungappura
30-11-2010	Dr.Gracy George

18-01-2011	MS. Clara Rafael, National Co-ordinator, world vision
18-04-2011	Mr. Padmakumar, Secretary Lakshadeep state social welfare Board
24-05-2011	Mr. Simon Joseph, Layola College Chennai
08-08-2011	Dr. K M George, Principal OTS Kottayam
18-08-2011	Mr.Varghese Paul
02-09-2011	Mr. Blessy Filim Director
	Mr. Benny Allepy
23-09-2011	Mr.Placid, Kaval Net Work
	Ms. Mrudul Eapen
	Dr. Cherian P Kurian, Marian College, Kuttikkanam
	Dr.Joye James, Loyola College, Trivandrum
	Dr.Mary Venus, Rajagiri college, Ernakulam
24-09-2011	Ms Lida Jacob IAS
17-12-2011	Prof. Raju D Krishnapurm
6-7-01-2012	Ms.Karin G Fritzche, Germany
	Dr.Thomas Abraham
	Ms. Nalini Nayak,SEWA, Trivandrum
	Dr.Sony Loyola College
	Dr. Jowan Jose
21-01-2012	Mr.Thomas Mathew President, IARF
	Prof. Jyothi Raj
01-03-2012	Justice K T Thomas
06-10-2012	Dr.Aneesh K.R. Rajagiri College
09-12-2012	Dr. Prasanth, Principal of S. H. College Thevara, Ernakulam
	Prof. Hermann Epplar (Switzerland)

17. Seminars/ Conferences/Workshops organized \$ the source of funding

Level	Topic	Source of funding	Date
National	child protection an insight into child sexual abuse'	UNICEF	6-7 Feb 09.
National	'Dealing with Disability – importance of speech therapy (Ms. Louise (U.K))	Dept.	
National	'Enabling a Protective Environment for Children – a right based approach'.	UNICEF	20-21 Sep 10.
National	Social protection	UNICEF and WORLD VISION	23,24 Sep 2011
National	Theme centred interaction	Ruth Cohn Inst. Germany and RCI India	6-7 Jan 2012
National	'Child Protection and Advocacy; a Retrospection'	Dept	10 Dec 2012.

18. Admissions to the Course

Year	Admissions through University/CAP	Management seats		Total	Enrolled		Pass %
		Applications received	Selected		Male	Female	
2008-09	15	50	13	28	9	19	88
2009-10	16	65	15	31	8	23	100
2010-11	16	88	17	33	15	18	74
2011-12	18	98	18	36	12	24	94
2012-13	15	105	18	33	9	24	

19. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
2008-09	100	Nil	Nil
2009-10	97	3%	Nil
2010-11	97	3%	Nil
2011-12	100	Nil	Nil
2012-13	100	Nil	Nil

20. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL SERVICES, DEFENSE SERVICES etc?

NET-05

21. Student Progression

Student Progression	Against % Enrolled
PG to M.Phil	3
PG to Ph.D	02 (ongoing)
Ph.D to Post-Doctoral	Nil
Employed	
• Campus selection	05 %
• Other than campus recruitment	95 %

22. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility
704	Wifi enabled net facility in department Students can have digital library facility	Three Classrooms with white board and class room with LCD projector

23. Number of students receiving financial assistance from college, university, government or other agencies

Year wise	College	Government or other agencies
2008-09	-	04
2009-10	-	04
2010-11	02	04
2011-12	03	04
2012-13	02	04

24. Details on student enrichment programmes (special lectures/ workshops /seminar) with external experts: (year wise table)

1. Rural Camp: As part of the field work, Rural camp was organized at Kavaratti, Lakshadweep from 5 Jan 09 to 13 Jan 09. Various activities like Socio-economic survey, Participatory Rural Appraisal, Awareness classes on different topics, Community Interaction Programmes, Shramdhan, Cultural programmes etc. were conducted
2. Partners meet on 11 Jun 2008 conducted towards creating 'a child protective environment'. Representatives from various schools and other organisations along with children attended.
3. Samanwaya- Social Work students meet conducted on Aug 25, 2008 on the theme 'creating a protective environment for children'. Competitions were conducted on street play, Collage, Mime, Poetry, Project proposal preparation, Dance, Group song and Documentary. Samanwaya Sandya was a special attraction with drama Ulvanam and Choreography sequence.
4. The department has produced a radio drama on the theme 'Child Sexual Abuse' and telecasted it in All India Radio on Nov 6.
5. Project to tackle 'Iodine Deficiency Disorders among children'. A project sponsored by UNICEF, implemented by Rajagiri Outreach and Schools of Social Work. Dr.Ipe Varghese, faculty, served as Dist. Coordiantor of the project. Following programs were conducted as part of the project:
 - a. Street plays conducted at 15 places on 29-31 Dec 08 to spread awareness on Iodine Deficiency Disorders.
 - (b) Two Seminars at B.C.M College on 11 Dec 08 and 19 Jan 09.
6. Dept. of social work iIn programmes at Kottayam railway station in connection with Red Ribbon Express at Kottayam.

7. Department of social work has participated In activities related to declaration of 'Tobacco free Kottayam' on 27 Sep 08.
8. Department of social work has participated In programmes related to 'Karshika mela' at Chaithanya (Kottayam Social Service Society).
9. Students of Semester-III were given an exposure on the assessment of the Cognitive development of child at Martha Bavan Home for the Menatally Retarded, Poozhikkol, Kaduthuruthy, Kottayam.
10. Observed Anti Narcotics day- 26 Jun 2008. Screened documentary and a special awareness session in the college auditorium.
11. Observed International Day against Child Abuse- 19 Nov 08. College has been registered as an institution working against Child Abuse in WWSF, an international agency. Following activities were conducted on the day:
12. Campaign at College. Handprints were taken in 10 mtr long cloth.
13. AIDS day- 01 Dec 08. Following programmes were conducted:
 - Poster and Collage display at college campus
 - Street play by two teams at four places in Kottayam town.
 - Street Rally.
14. Convocation for the 5th batch was conducted on 24 Oct 08. Dr. Parthasarathy from NIMHANS was the chief guest. 23 students received the certificates. Merit awards were distributed for: (i) the best outgoing student the (ii) best fieldwork performer (iii) Best Dissertation (iv) the Most Conscientious student.
15. Organized a presentation by Polinsys, Ernakulam on Social Work job opportunities abroad.(01 Jul 2009)
16. Organized a Programme in connection with Anti torture day at Kanjiram, Grama Vikasana Hall, Kanjiram in Thiruvapur Panchayat R. Programme organized in association with World Vision, Kottayam ADP. Total 111 people participated in the programme. The programme included inauguration, talks by Manager World Vision Kottayam ADP, Dr.Ipe Varghese and a session on issues realted to domestic violence by Mr. Jinsmon r George.(07 Jul 2009).
17. Conducted a survey to Collect baseline information from Vijayapuram Panchayat and Kaduthuruthy Panchayat for UNICEF Project on Millennium Development Goals .(29 Jul 2009)
18. Organized 'Ushus – Induction programme for 2009-11 Batch for 4 days, Chief Guest Fr. Michael Vettikkatt, Director, Kottayam Social Service Society. Principal handed over 'Diya' to each student. Special session was conducted for the parents on their involvement in the course. Personality

Development session by Mr. Benny Kurien, Pala. Presentation made on social issues. Other sessions were taken by Mr. Linson Thomas (various Social Work methods), Dr. Jose Antony and Mr. Abraham Kurian. (one week programme from 27 Aug 2009)

19. Organized a programme 'Saphalam Sayahnam' for elders in College auditorium. The programme was organized in association with Smile India – Pakalveedu in connection with the International day for the elderly. Cine director Mr.Jayaraj inaugurated the pgm. About 200 elderly people participated in the programme.(03 Oct 2009)
20. conducted Ushus – Induction programme for 2009-11 Batch for 4 days, Chief Guest Fr. Michael Vettikkatt Personality Development session by Mr. Benny Kurien, Pala. Presentation made on social issues. Other sessions were taken by Mr. Linson Thomas (various Social Work methods), Dr. Jose Antony and Mr. Abraham Kurian. 27 Aug 09
21. A programme in College auditorium for elders 'Saphalam Sayahnam' organized in association with Smile India – Pakalveedu in connection with the International day for the elderly. Cine director Mr.Jayaraj inaugurated the pgm. 3 Oct 09
 - a. 24.Conducted passing out function for senior batch students. Chief Guest Dr. Rachel George. Felicitations by Dr.Louice Ma Cabe (Sterling University, Scotland), Prof. Stephen Analyl26 Oct 09
22. Observed World Aids Day 1 Dec 09. in association with Asha Kiran, Pampady Street play conducted at Pampady, Manarcadu, Nagambadam bus stand and Baker Junction 1Dec 2009
23. Organized District Level programmes as part of "Mazhavillu" statewide Anti stigma campaign on HIV / AIDS by Rajagiri Outreach supported by UNICEF. Conducted street play at seven places in Kottayam district. 22 Nov 09 – 29 Nov 09
24. Conducted rural camp at Pongampalli tribal colony in Kanthalloor Panchayat of Idukki Dt. Organized programmes like Socio Economy Survey, Community living, Visit to Palapetti tribal colony (6 km walk through forest), Visit to Chambakkad tribal colony, Games for children, women and men in the community and various cultural exchange programmes. The area has been adopted by the college for undertaking projects related to children's education. 27 Jan 2010
25. Associated with 'Vazhikkannu 'Road safety programme by Malayala Manorama. (i) Taught street play to students of Cross Roads School, Pampady for programme related to Vazhikkannu (ii) Carried out study at various parts of Kottayam town on Road safety and submitted the report

26. Associated with 'Mother' foundation and inaugurated college level awareness programme on Palliative Care. Programme presided over by Dr. Sr.Karuna, Key note address by Ms. Mini Antony Dt.Collector, inaugurated by Sri. V.N Vasavan MLA. Class by Sr.Joan Chungappura 27 Jan 2010
27. Conducted counseling session for the students of St.Ann's school. Dr.Sr.Leesa led the team 16 Feb 2010
28. Dept .has organized Dt.Chapter formation meeting of ICSW (Indian Council of Social Welfare).
29. Conducted field work partners meet. Representatives from 18 agencies participated. Mr. T.A. Varghese took a session. 16 Mar 10
30. Dept has implemented project 'Kuttikalkoru Karavalayam' in Vijayapuram Panchayat supported by UNICEF. Following activities are done as part of the project:
 - Training at Bangalore for Dr.Ipe Varghese and Dr.Sr.Leesa
 - Training of Trainers for 10 resource team members by Dr.Ipe and Dr.Sr.Leesa
 - Preparation of IEC materials (hand books) for children, parents and teachers
 - Capacity building programme for teachers in all 17 schools in Vijayapuram Panchayat.
31. Initiated child development project at Pongampalli tribal colony (implemented as the project of BCM OJASS) :
 - 23 tribal students were selected and were given with education kit.
 - Personality development programmes for the children
 - Started library facilities
32. Conducted seminar on 'Missing Children Home link Net Work' and Child Protection Policies (on 14.7.10) in association with Don Bosco, Trivandrum.
33. Conducted student development programme (on 14.7.10) on 'Movie maker Soft ware'
34. Conducted a survey in Kottayam Municipality to assess the needs of Palliative Care. Programme was organized in association with Mother foundation and Merchants Assn. Kottayam.
35. Conducted 'Ushus' the induction programme for 9th batch (at Sr. Savio Memorial hall). Following sessions/programmes were conducted in four days:

36. Orientation Session by Mr. A.V. George, World Vision (Kottayam)
 - Session by Ms. Bindu Abraham Social Work to solve social issues
 - Session by Mr. Abraham Kurian (Life Tree Foundation)
 - On topic 'Empowering people through alternate education'
 - Ms. Rashmi Nair: On Role of SW in dealing with social problems
37. Organized a session (on 20.8.10) on 'Dealing with Disability – importance of speech therapy by Ms. Louise (U.K)
38. Organized Samanwaya 2010, the national level social work students' meet on 20-21 Sep 10.
 - a. Seminar: Main presentation : Fr.Philip Parakkal, Don Bosco Tvm, – 'Enabling a Protective Environment for Children – a right based approach'. Sub theme presentation by staff – from Rajagiri & Kaladi University, Competitions were conducted on : Debate, Poster Presentation, Project Proposal Writing and Street Play.
39. Organized Interaction with media person from Kerala Kaumudi on Panchayat Raj Election and Women. (Girls from both the classes participated). Report was available in newspaper
40. Organized the programme 'Saphalam Sayahnam'(on 9.10.10)
 - a. for elderly as part of the International day for elders. Programme jointly organized by Dept. of Social Work and Smile India pakalveedu. 200 people participated
41. Conducted a study (on 13.10.10) in Kottayam town from 10.30 P.M. to 12 Midnight to find out homeless people in Kottayam
42. Received National City Makers (Caravan National Caravan- a national level programme for the homeless- organized by IGSSS). Programme organized in association with Life Tree Foundation Kottayam on 15.10.10
43. Conducted personality and soft development sessions for 500 students at Vakathanam. The programme was organized by forming 12 groups according to age.
44. Rendezvous Samanwaya Sangamam 2011 – Social work students educators and practitioners meet on 23,24 & 25 Sep 2011. The event comprised of the following programmes:
45. All Kerala NGO meet (Sangamam) on 23 Sep 11. (Inaugurated by Ms. Radha V. Nair Dt. Panchayat President, Presided over by Fr. Michael Vettikkattu message by Dr.Sr. Karuna Principal Head of the institution)
 - Theme inputs –

- b. Discussion on draft NGO policy (Mr. Placid President KAVAl network facilitated)
 - c. 12th Plan people's perspective by Ms. Mrudul Eapen
 - Discussion in groups and presentation discussion in gps. facilitated by Dr. Cherian P. Kurian and Fr. Joy James
- 46. Social Work students meet on 24 & 25 Sep 2011
- 47. These introduction (Social Protection) – Ms. Lida Jacob IAS and sub theme presentations.
- 48. Association of Social Work Schools in Kerala(ASSK) meeting. Facilitated by Dr. Jose Antony (Kaladi University)
 - a. (vi) All Kerala Social Work Students Association (AKSSA) meeting. Presided by Ms. Jeena Elsa (BCM College) and Mr. Dennies George (BCM College) (AKSSA president & secretary)
- 49. BCM MSW Alumni meet : led by Dr. Ipe & Mr. Manoj P Kurian.
 - a. (vii) Competitions for Social Work Students: (i) Theme show, (ii) street play, (iii) poster presentation and (iv) debate competition
 - Valedictory function: Chief Guest Mr. K.C. Joseph Minister Rural Development
 - Lissah College won over all championship
 - Followed by IGNOU Centre, Kaloor
- 50. Organized programme jointly by Lions club of Kottayam and NSS unit as part of 'Malinya Muktha Keralam' an year long programme of Govt. of Kerala. Took out procession from College to Thirunakkara maidan lead by Sri. Oommen Chandy, Chief Minister of Kerala.
- 51. Conducted 'Ushus' the induction programme for 9th batch (at Sr. Savio Memorial hall).
- 52. Conducted personality and soft skill development sessions for 500 students at Vakathanam. The programme was organized by forming 12 groups according to age.
- 53. Mr. Simon Joseph of Loyola College Chennai have taken a session (on 24.5.2011) on 'Scope of Social Work profession outside Kerala and importance of field work exposure outside Kerala'.
- 54. Organized theatre workshop on 5, 6 & 7. Resource person Mr. Mangal Das.
- 55. Organized ASSK, AKSA meeting. Teachers representative and students representatives from various colleges participated. Attended by Dr.

Cherian P. Kurian (President ASSK) and Mr. Shaju ICSW State Secretary. Dr. Sr. Karuna inaugurated the programmes of AKSSA for the year.

56. Organized Monologue play by Ojas (Pune) (on 17.8.2011). The programme is for the support of 'Iron Sharmilla' who is fighting the injustice by military in Manipur state. The Monologue was for a duration of 45 minutes in Sr. Savio Memorial Hall.
57. Organized Personality development Class by Mr. Varghese Paul (on 18.8.2011)
58. Organized a program for evaluative discussion on movie 'Pranayam' directed by Blessy (on 2.9.2011). Following people participated Dr.Sr.Karuna, Principal, Mr.Blessy, Mr. Benny Alleppy, Mr.Santhosh Mariyasadanam, Mr.Tanson Kottayam, Mr.Sunny Kalloor (Municipal Charman), Ms.Radha V Nair (Dt. Panchayath President), Mr.V.N. Vasavan (Ex-MLA Kottayam), Mathew Kanamala (Inst.of Person Centred Approach), Mr. Filson Mathew (Member Dt.Panchayat). Programme organized in association with Institute of Person Centred Approach, Kottayam.
59. Organized Social Sensitization camp for sem-I (2011-13 batch) (Spandanam – Rural Camp) at Kavarathi, Lakshadweep.
60. Observed international AIDS day on 01 Dec 2011 with different programmes.
 - a. Distributed Red-Ribbon on the college.
 - b. Conducted street play (in association with Ashakiran Pampady) at MG University, Medical College, BCM College, HSS Areeparambu
 - c. Released hand book on AIDS prepared by students (released by Sr. Karuna) and Visited Ashakiran (AIDS rehabilitation centre).
61. Associated with 'Childline' for organizing 'Child line Se Dosti' programme Mr. Rajagopal IPS, District Police Chief has flagged off the vehicle propaganda in Kottayam District from BCM College. Students performed street plays at different areas in Kottayam district based on Child protection.
62. Associated with 'Childline' Kottayam and Labour Department, Kottayam District and organized two days awareness program against 'Child Labour'. Meeting at Thirunakkara: inauguration by Mr. Sunny Kalloor (Municipal Chairman), talk on child labour- a social problem by Dr.Ipe Varghese (HOD), Facilitation by Mr.Radhakrishnan District Labour Officer. A team of 17 Students performed streetplay at 14 places in different parts of Kottayam District. Mr.Manoj P Kurian (faculty),

Mr. Grace George (faculty) and Mr. Joyal John City coordinator Child line led the team.

63. Students organized an exhibition on 'Cancer' in the department.
64. Organized eye donation camp in association with Lion's club Kottayam central and Little Flower Hospital Adimali. Students and Public has signed the agreement forms. The programme was inaugurated by Mr. KT Thomas, Hon. former Justice of Supreme court.
65. Organized passing out ceremony of 2009-11 Batch. Ms. Nalini Nayak (SEWA Trivandrum) was the chief Guest and Dr. Sonny (Loyola College) delivered the key note address.
66. Associated with Archana Women's Centre for observing women's day. Students performed a street play on women issues during the programme at Thellakom.
67. Organized participatory Rural Appraisal Programme for two days at Valiyathura area of Thiruvapur Panchayath. The programme was conducted in association with World Vision India, Kottayam ADP.
68. Organized exhibition on Poverty in connection with Anti Poverty day on Jun/28
69. Organized interaction programme with 8 students from Germany. The students representatives from nearby schools also participated. The programme was organized in association with YMCA Kottayam.
70. Organized 'Harvest Fest' in the college inorder to sensitize the students on importance of agriculture. It was also a fund raising for BCM OJASS.
71. Organized '4th Safalam Sayahanam' programm, a programe for the elderly in connection with international day for the elderly. Programme organized jointly by Dept. and 'Smile India –Pakal Veedu' organization. Elderly people from the Pakal veedu and community has participated. Mr. Janardhanan (cine Actor) was the chief guest.
72. Interaction programme with students from Christ College, Jagadalpuri. Team of Principal, faculty and students of social work department visited the department and spend half day with different activities.
73. Associated with World Vision for observation of day for child protection
74. Organized a public discussion on 'Need of medical checkup before marriage'. Programme was organized jointly with 'Voice of Nature' organization.
75. Organized competition among school students for Samanwaya Award for 'Best Child Advocate'. Students from schools in Kottayam have participated.

76. Organized the meeting of Professional Social Workers in Kerala and
 - facilitated the formation of new association 'Kerala Association of Professional Social Workers (KAPS)'.
77. Organized National level social work students meet and conducted child centred theme based competitions on street play, collage, Theme dance,
 - debate, Project proposal, sub theme presentation, extempore quiz,
 - extempore slogan and extempore theme communication.
78. Organized Samanwaya Sandhya, theme based cultural infotainment programe which involved, students from different special schools in and around Kottayam viz: Children's home, St. John of God inst. for differently abled, Swandanam and Children's village Pampady.
79. Organized a Interaction programme with German team by students on Socio-cultural related matters on 9.1.13. Dr. Johann Sosef Reizmeier, Bishop Fsvikar Salzburg, Dr. Ursula-Maria Furst at Sr. Savio Memorial Hall.
80. Organized social Sensitization camp for Sem – I (2012-14) at Thalunkandam, Mankulam (between Adimali & Munnar). Camp Director – Dr. Ipe, Camp Coordinator – Ms. Anna, Student Coordinators – Jilto & Neethu Mariam. Conducted Socio Economic survey, sports and games for the children, community living, special awareness sessions for students on different topics, cultural exchange programmes and awareness session for kudumbasree members. Observed Republic Day with special Republic Day message.
81. Gave reception to 'Statewide Cycle Rally from Kasargod to Thiruvananthapuram organized by Kerala Police). The team comprised of about 30 people accompanied by Suptd. of Police. Dr. Mary Ipe (Acting Principal & Head, Dept. of Family & Community Science, BCM College) welcomed the gathering. Cycle expedition Captain - Mr. P.S. Salim (SP, Asst. Director, Police Academy), Message about the cycle expedition : Mr. Jayesh K. Joseph, Criminologist, Kerala Police, Felicitation : Mr. Pradeep Kumar, Janamythri Police, Kottayam West, Vote of thanks – Mr. Azad, President, Student Association gave messages

25. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Debates
- Workshops
- Screening of documentaries, movies related to topics

- Participatory Rural Appraisal
- Organization visits
- Inviting subject experts
- Rural camp
- Theatre workshops
- Theme Centered Interaction

26. Participation in institutional social responsibility (ISR) and extension activities:

- (a) undertook a project for the development of tribal students
- (b) Participation in the Malinya muktha Kottayam programme
- (c) Undertaking the programmes of BCM OJASS
- (d) Child line Nodal Office
- (e) Community outreach programmes
- (f) Safalam Sayahnam programme for elderly
- (g) Observation of International days (Human Rights day, AIDS day etc.)
- (h) Summer camp for Children's home , Thiruvanchoor

Conducted following surveys:

- (i) Conducted a socioeconomic survey at Kavarathi island: report handed over to Kavarathi Dweeo Oanchayat authorities for action.
- (ii) Conducted a survey on problems faced by SHGs in Kavarathi island (this survey was conducted as per the request of Social Welfare department, Lakshadweep): Report handed over to Social Welfare Board, Lakshadweep.
- (iii) Conducted a survey on the socio-economic conditions of tribals in Pongampilli tribal settlement: Report handed over to Panchayat committee , Kanthalloor panchayat..
- (iv) Conducted survey on prevalence of child sexual abuse:
- (v) Conducted a survey in Kottayam town to collect data on the street vendors: Report handed over to authorities for formations of policy on street vendors.
- (vi) Conducted a survey at Manorama Jn. In Kottayam town to find out the number of traffic violations by all kinds of vehicles crossing the junction: Report published in Malayala Manorama daily for attention of authorities.

- (vii) Conducted a survey at midnight in Kottayam town to collect the data on homeless people sleeping on the streets: Report handed over to national NGO and Voice of nature society. Initiated actions for temporary provision of houses.
- (viii) Conducted survey to get the details of problems faced by the chickenguinea affected people. This survey was conducted as part of research programme of ICMR.
- (ix) Conducted a survey in Kottayam Municipality to identify the needs of palliative care. The survey was conducted in association with Mother foundation who provide palliative care services: Mother foundation started the project of palliative care based on the survey report.
- (x) Conducted a survey on the problems faced by students in Lakshadweep for their education: report handed over to Lakshadweep authorities
- (xi) Conducted a socio economic survey at Thalamkandam tribal colony, Adimali, Idukki district: report handed over to panchayat authorities. Also conducted awareness classes on identified problems

27. SWOC analysis of the Department and future plans.

Strengths

- Extensive links and collaboration with organisations at the national and international level
- Wifi enabled Internet facility
- Additional reading facility
- Availability of live labs (BCM OJASS, CHILDLINE etc.)
- Infrastructure in department
- Experienced faculties
- Consultancy
- Publishing a journal
- Participatory decision making
- Openness and willing to learn and accept change
- Internships in NGO, Corporate Service and Government sectors
- The faculty are members of many Boards of Studies and institutions
- Remedial coaching for slow learners and effective mentoring

Weaknesses • Lack of Publications by faculty • Time Management • Difficulty in accommodating concurrent • fieldwork within the day order • pattern followed by the college for students of students of other streams	
Opportunities • Centrally located • internships in varied institutes by the students helps us to network with other academicians to improve our research capabilities • Research through projects • Enhancing experiential learning through NGO/institutions visits • Community interaction through extensive field programmes by students • Encouragement to participate in Conferences/Workshops at the • National / International level • Consultancy	
Challenges • Unaided course • Placements for internships / projects • Finding funding agencies • Identifying qualified staff & examiners • Field Work agencies charging for field placements • Lack of placement opportunities for concurrent field work • Curriculum structuring is bound by University regulations	

28. Future plans/Recommendations

- Organize a series of state national level seminars, with the assistance of funding agencies.
- Programmes to strength the link with NGO & GO's.
- More emphasis to research activities by participating students.
- Undertake collaborative research at the national and international level
- Enhance publication
- Creation of an Alumnae Scholarship Fund
- Enhancing exchange programmes and MoUs
- Enhance Research Publications / Projects / Consultancy / Extension
- To upgrade to BCM School of Social Work
- Organize more campus interviews for placements

DEPARTMENT OF COMPUTER SCIENCE

1. Year of establishment : 2003
2. Name of the course offered : B.Sc. COMPUTER SCIENCE
3. Annual /semester /choice based credit system (programme wise)
 - : 2008-2011 Semester scheme
 - : 2009-present CBCSS
4. Participation of the department in the courses offered by other departments

Open courses offered by other departments

Accounting and Financial Management 2008-2010

Food Facts and Principles 2011-2013

Open course conducted by computer science department

Internet, Web Designing and Cyber Laws 2011-2013

Certification Courses

- ASP.NET
- COMPUTER HARDWARE

Add on Courses

- Computer fundamentals
- Number system
- MS Office
 - Tally
 - Page Maker

5. Number of teaching posts:

Name of the Post	Sanctioned	Filled
Guest Lecturers	6	6

6. Faculty profile with name, qualification, designation, and specialization

Name	Qualification	Designation	Specialization	No of years of experience
Ms. Roopa Francis(on leave)	MCA	HOD	Computer Application	7 Years
Ms. Sabitha Susan John	M.Sc. Maths, B.Ed.	Guest Lecturers	Mathematics	7 Years
Ms. Julie Varghese	M.Sc. Electronics	Guest Lecturers	Electronics	5 Years
Ms. Anupama K.V.	M.Sc. IT	Guest Lecturers	IT	3 Years
Ms. Remimol Thomas(on leave)	MCA	Guest Lecturers	Computer Application	3 Years
Ms. Divya S.	M.Sc. Computer Science	Guest Lecturers	Computer Science	6 Years
Ms. Jincila Jayaprakash	MCA	Guest Lecturers	Computer Application	4 Years
Ms. Merin Mariam Thomas	MCA	Guest Lecturers	Computer Application	1 Month

7. Percentage of lectures handled by temporary faculty : 100%

8. Student- teacher ratio: 60:1

9. Number of academic support staff (technical/subordinate) filled:

- Technical staff : 2
- Supporting staff:1

10. Student projects

- Percentage of students who have done in-house projects including interdepartmental/programme : 100

- b. Percentage of students placed for projects in organizations outside the institution i.e in Research laboratories/industry/other agencies : 100

11. Awards/Recognitions received by faculty and students

Names	Achievements
Vijayarema	2 nd rank in MG University exam (2011)
Sreekala S	A grade(2013)
Rajasree A S	A grade(2013)
Annes P Sunny	Oppana 1 st (MG University, URVARA 2013)
	Margamkali – 3 rd (MG University, URVARA 2013)
Annes P Sunny, Sindhiya	3 rd place in movie spoof NIT Ragam – (Calicut University)

12. List of eminent academicians and scientists/visitors to the department

Year	Name	Designation
2008-2009	Mr. Amal Desai	Chief Programmer, Sun Micro Systems
2010-2011	Dr. Sherimon P.C	Head of IT section, Govt. Engineering College, Muscat
2011-2012	Dr K. Sreekumar	PRO, M.G. University
2012-2013	Mr. Mohammed Faheem	IT Programmer, EDUKINECT (MICROSOFT)

13. Student Profile

Year	Applications received	Selected	Enrolled	Pass percentage
2008-09	351	61	54	94.44
2009-10	260	46	45	93.33
2010-11	202	41	38	94.74

14. Diversity of students

From 2008-2013 -- 2% students are from Lakshadweep

15. Student Progression

Student progression	Against % enrolled
UG to PG	85%
Employed - Campus selection - Other than campus recruitment	10% 5%

16. Details of Infrastructural facilities in the department:

Library facilities	Internet facility	Classrooms with ICT facility	Laboratory
450 books	Laser printer Intercom facility	LCD provided on request.	An air conditioned computer lab with 35 networked computers.

17. Number of students receiving financial assistance from college, university, government or other agencies

2008-2013 - 3 students

Laptop was provided to a student by Govt.

18. Details on student enrichment programmes (special lectures/workshops /seminar) with external experts:

Year	Seminar/Workshop	Name	Designation
2008-2009	NEW TRENDS IN IT	Mr. Naveen B	Technical head, Logic Software Solutions
	Java Applications	Mr. Amal Desai	Chief Programmer, Sun Micro Systems
2009-2010	Seminar on Career Guidance	Mr. Rajesh	IT Programmer, Career Focus, Cochin
	Personality Development	Mr. Abraham Stephen	Director, Academy of Excellence

	computer hardware	Mr. Naveen B	Technical head, Logic Software Solutions
	software	Mr. Jayakrishnan	IT Programmer, Logic Software Solutions
	Job Recruitment		IPSR
	project guidance	Ms. Vilfy and Ms. Prema	IT Trainer, Logic Software Solutions
2010 - 2011	Personality Development	Mr. Abraham Stephen	
	Pervasive Computing	Dr. Sherimon P.C	Head of IT section, Govt. Engineering College, Muscat
2011- 2012	E-Waste	Dr K. Sreekumar	PRO, M.G. University
	Cloud computing	Christy Joseph and Vineeth P.S	IT Trainer and Software Engineer at NIIT
	ASP.Net, PHP	Naveen and Witty	IT Trainer Logic Software Solutions
2012 - 2013	Latest Microsoft Products	Mr. Mohammed Faheem	IT Programmer, EDUKINECT (MICROSOFT)
	Hardware Workshop	Mr. Bini and Mr. Hari	IT Programmer, Logic Software Solutions
	ASP.Net and PHP	Mr. Naveen B	Technical head, Logic Software Solutions
	How to do Projects		APTECH
	Cyber Crimes and ANDROID		CCS Technologies

19. Teaching methods adopted to improve student learning

- ICT Teaching aids
- Group discussions and Seminars
- Debates and Workshops
- Industrial Visit

20. Participation in institutional social responsibility and extension activities

- Students and Teachers collected money and contributed it to a non-teaching staff for treatment.
- Students visited cancer patients of St. Joseph's Home.
- Students made a visit to Navjeevan Trust.

21. SWOC analysis of the Department and future plans.

Strengths 1. Strong relationship between teacher and students. 2. Strong relationship with management and alumni. 3. The location of college is convenient for students and teachers. 4. Good academic performance	Weaknesses 1. Lack of smart class rooms. 2. Insufficient computer lab facility.
Opportunities 1. As a part of academic curriculum, students are getting chance to visit IT industry and thereby getting acquainted with the software company environment. 2. Campus selections are conducted by different organizations.	Challenges 1. Financially weak general category students need to be given help. 2. Language problem of students coming from Malayalam medium. Absence of modern communication technologies in class rooms 3. Inability to conduct placements

22. Future plans/Recommendations

- To conduct Intercollegiate Exhibition.
- To conduct seminar by eminent resource people about latest technologies.
- To conduct campus recruitments.
- To conduct National/International seminars.
- Tie-ups with MNC's.
- To issue publications and journals.
- To conduct PG courses.

Committees Constituted for the Preparation of the Re-Accreditation Report

Chairpersons

Fr.Alex Akkaparambil (Manager)

Rev.Dr.Sr. Karuna (Principal)

Co-ordinator

Dr. Renju D.

Criterion Committees

1.Curricular Aspects

Prof. Susy Philip N. (Convener)

Prof. Nima Jacob

Prof. Shyla G. Nair

Prof. Ponnu Liz Malieckal

Prof .Anna Chandy

Dr. Annu Thomas

Prof. Anu Varghese

Sr. Remya

2. Teaching, Learning & Evaluation

Dr. Marykutty Thomas (Convener)

Prof. Valsa M. Kuriakose

Dr. Naveena J. Narithookil

Prof. Priya Thomas

Prof. Neethu Varghese

Prof. Anju Annettee Cherian

Prof. Visakh Mohan

Sr. Annlit

3.Research, Consultancy and Extension

Dr. George Mathew (Convener)

Dr. Sr. Betsy

Dr. Peter K. Mani

Dr. Ipe Varghese

Prof. Riya Susan Scariah

4.Infrastructure and Learning resources

Dr. Stephy Thomas (Convener)

Prof. Sheela Cherian

Prof. Anil Steephen

Prof. Bijoy Thomas

Prof. Cecil Anna John

Sr. Sabitha

5.Student Support and Progression

Prof. Jane George (Convener)

Dr. Selinamma Joseph

Prof. Omana Jacob

Prof. Nithya Mariam John

Prof. Josephine Simon

Prof. Shalini Thomas

Smt. Jeeja Joseph

6. Governance, Leadership and Management

Prof Aji Joseph (Convener)

Prof. Babu Thomas

Dr. Jossy Abraham

Dr. Ajis Ben Mathews

Prof. Phiona Elizabeth Joshy

Mr. Shajimon T.C.

7. Innovation and Best Practices

Prof. Mary Ipe (Convener)

Jessy Simon

Dr. Elizabeth Basil

Prof. Minu Alex

Prof. Smitha Joseph

Prof. Alphonsa Kurian

Dr. Reeja P.S.

8. Technical Committee

Mr. Satheesh kumar M.K

Prof. Nikhil Mohan

Prof. Visakh Mohan

Smt. Kunjumol K.C



B.C.M. COLLEGE FOR WOMEN

(BISHOP CHULAPARAMBIL MEMORIAL COLLEGE FOR WOMEN)
(NAAC REACCREDITED)

Kottayam, Kerala,
India - 686 001
Tel: 0481-2562171, Fax No: 0481-2560307
E-mail: bcmcktm@yahoo.co.in
bcmcktm@yahoo.com
www.bcmcollege.org.

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this Self Study Report(SSR) are true to the best of my knowledge.

The SSR is prepared by the institution after internal discussions and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in the SSR during the Peer Team visit.

Place: Kottayam

Date : 11/04/2014



Signature of the Head of the Institution

Dr. Kanne
Principal
B. C. M. College
Kottayam



B.C.M. COLLEGE FOR WOMEN

(BISHOP CHULAPARAMBIL MEMORIAL COLLEGE FOR WOMEN)
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Kottayam, Kerala,
India - 686 001
Tel: 0481-2562171, Fax No: 0481-2560307
E-mail: bcmcktm@yahoo.co.in
bcmcktm@yahoo.com
www.bcmcollege.org.

UNDERTAKING

This is to certify that Bishop Chulaparambil Memorial College for Women, Kottayam, Kerala fulfils all norms

1. Stipulated by the affiliating University and
2. Affiliation and recognition are valid as on date

In case the affiliation/recognition is conditional then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled, automatically, once the institution loses its University affiliation or recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by our institution is found to be false, then the accreditation given by NAAC is liable to be withdrawn.

The undertaking given to NAAC is also displayed on our institutional website

Place : Kottayam
Date : 11/04/2014



Sr. K. K. K.
Principal/Head of the Institution
Principal
B. C. M. College
Kottayam



BISHOP CHULAPARAMBIL MEMORIAL COLLEGE FOR WOMEN

(Affiliated to Mahatma Gandhi University and Re-Accredited by NAAC in 2008)

Kottayam, District, Kerala State, Pin:686-001, Ph: 0481-2562171, Fax: 0481-2560307

Website: www.bcmcollege.org, Email: bcmktm@yahoo.com