



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

##### 1. Name of the Institution

ALPHONSA COLLEGE THIRUVAMBADY

- Name of the Head of the institution **Dr. Chacko KV**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **04952254055**
- Mobile no **9495643150**
- Registered e-mail **acttdy@gmail.com**
- Alternate e-mail **office@alphonsacollege-thiruvambady@gmail.com**
  
- Address **Alphonsa College Thiruvambady,  
Thiruvambady (PO), Kozhikode  
(DT), Kerala, 673603**
  
- City/Town **Kozhikode**
- State/UT **Kerala**
- Pin Code **673603**

##### 2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
  
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Calicut**
- Name of the IQAC Coordinator **Fr. Geo Mathew**
- Phone No. **9946470550**
- Alternate phone No. **9946470550**
- Mobile **9946470550**
- IQAC e-mail address **iqacact@gmail.com**
- Alternate Email address **gpmact999@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[https://www.acttdy.com/asset/uploads/editor\\_upload/AQAR\\_Report\\_2022-2023.pdf](https://www.acttdy.com/asset/uploads/editor_upload/AQAR_Report_2022-2023.pdf)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[https://www.acttdy.com/asset/uploads/editor\\_upload/Hand\\_Book\\_2023-24.pdf](https://www.acttdy.com/asset/uploads/editor_upload/Hand_Book_2023-24.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.23</b>	<b>2022</b>	<b>09/11/2022</b>	<b>09/11/2027</b>

**6. Date of Establishment of IQAC**

**12/04/2023**

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year**      **1**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?      **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

• Faculty Development Programs (FDPs): Organized workshops and FDPs focusing on outcome-based education, digital pedagogy, and research methodologies to enhance faculty competency. • Student Support Initiatives: Introduced mentorship programs, skill development workshops, and pre-placement training sessions to enhance students' employability and academic performance. • Quality Assurance Frameworks: Developed and implemented a robust quality assurance mechanism for monitoring teaching-learning outcomes and administrative efficiency. • Green Campus Initiatives: Promoted environmental sustainability by initiating programs like waste management systems, energy conservation projects, and increasing green cover on campus. • 360 Degree Feedback Mechanism: Strengthened feedback systems by analysing stakeholder feedback on courses, infrastructure, and campus facilities, and implementing improvements based on the findings.

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

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> <li>• Conduct a comprehensive Academic and Administrative Audit to assess current practices.</li> </ul>	<ul style="list-style-type: none"> <li>• Academic and Administrative Audit was completed, and actionable recommendations implemented, leading to improved teaching-learning, administrative and infrastructural methodologies.</li> </ul>
<ul style="list-style-type: none"> <li>• Strengthen community engagement through extension activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted a good number of outreach programs, benefiting over some individuals in nearby communities.</li> </ul>
<ul style="list-style-type: none"> <li>• Integrate technology in assessment and evaluation processes.</li> </ul>	<ul style="list-style-type: none"> <li>• Could not implement online exam platforms and digital evaluation systems.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide capacity-building programs for teaching and administrative staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Training programs organized, improving administrative and teaching efficiency and service delivery.</li> </ul>
<ul style="list-style-type: none"> <li>• Introduce mentorship programs for student academic and personal growth.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% student participation in the mentorship programme; noticeable improvement in academic performance and morale.</li> </ul>

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

**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Educational Trust of the Diocese of Thamarassery	10/12/2024

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>ALPHONSA COLLEGE THIRUVAMBADY</b>
• Name of the Head of the institution	<b>Dr. Chacko KV</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
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• Location	<b>Rural</b>
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<b>6.Date of Establishment of IQAC</b>			12/04/2023		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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Name	Date of meeting(s)
Educational Trust of the Diocese of Thamarassery	10/12/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-2023	23/02/2024



**15.Multidisciplinary / interdisciplinary**

**Interdisciplinary Seminars and Conferences:** Events involving faculty and students from multiple disciplines, discussing topics like artificial intelligence, environmental issues, or cultural heritage. **Skill Development Programs:** Workshops on areas like data analytics, computational tools, entrepreneurship, or creative arts, which bridge various fields of study. **Student Initiatives:** Clubs or forums that promote cross-disciplinary learning, such as debate societies or environmental clubs. **Collaborative Curriculum:** Introduction of interdisciplinary courses, such as Environmental Studies, Gender Studies, or Digital Humanities, that draw on knowledge from various fields. **Community Outreach Programs:** Multidisciplinary initiatives for community service, including health camps, awareness drives, or rural development programs.

**16.Academic bank of credits (ABC):**

**Workshops and Webinars:** Sessions to educate faculty and students about the objectives, features, and functionality of the ABC platform. **Student Orientation:** Programmes to explain how to register on the ABC portal, manage credits, and benefit from credit transfer opportunities. **Digitization of Records:** Establishing mechanisms to digitize academic transcripts and integrate them with the Digilocker-based ABC system. **Training Faculties:** Equipping faculties to guide students on credit transfer policies and leveraging ABC for academic growth.

**17.Skill development:**

**Workshops on Emerging Technologies:** Training programs on areas like artificial intelligence (AI), machine learning (ML), cloud computing, and data analytics. **Digital Literacy Campaigns:** Basic and advanced computer literacy courses targeting both students and the community. **Soft Skills and Personality Development:** Training in communication, public speaking, interpersonal skills, and teamwork. **Workshops on resume building, group discussions, and interview preparation.** **Entrepreneurship Development:** Programmes in collaboration with entrepreneurship cells or incubation centers to teach business planning, startup management, and financial literacy. **Guest Lectures by Industry Experts:** Talks on the latest industry trends and required skill sets. **Certificate Programs:** Short-term courses in collaboration with industry bodies, such as Tally ERP, and Digital Marketing. **Skill Development in Arts and Humanities:** Training in creative writing, graphic design, multimedia production, and heritage

documentation. Skill Bootcamps: Focused on entrepreneurship skills like market research, product development, and pitching ideas. Skill Development for the Community: Free or subsidized programmes for local youth in areas like tailoring, culinary arts, handicrafts, or digital marketing. Outreach Programs: Offering financial literacy, health awareness, or digital skill training to rural populations.

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

Introduction of Courses in Regional Languages: Offering courses in Malayalam, Hindi. SWAYAM and NPTEL Courses: Encouraging students to enroll in online courses on platforms like SWAYAM, offering programs related to Indian arts, sciences, and languages. Celebration of Indian Festivals and Traditions: Organizing events to celebrate Onam, Navaratri, Vishu, and other Indian festivals with cultural and educational significance. Cultural Clubs and Student Societies: Establishing forums for promoting traditional arts, folklore, and storytelling practices. Visual and Performing Arts: Incorporating classical dance forms, theatre, and music as teaching tools to explain historical or cultural contexts.

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

Adoption of platforms like SWAYAM and MOOCs for supplementing course content. Live and Recorded Classes: Conducting interactive online classes using tools like Zoom, Google Meet, or proprietary university platforms. Learning Management Systems (LMS): Implementation of LMS for course management, including submission of assignments, tracking academic progress, and communication with faculty. E-Libraries: Access to digital libraries like INFLIBNET, Shodhganga, and other e-library resources for learning. Mobile Learning: Development of mobile-friendly platforms or apps for students to access course materials on the go. Training Faculty for Online Education: Conducting workshops on digital pedagogy, content creation for e-learning, and effective use of virtual tools.

#### **20.Distance education/online education:**

Adoption of platforms like SWAYAM and MOOCs for supplementing course content. Learning Management Systems (LMS): Implementation of LMS for course management, including submission of assignments, tracking academic progress, and communication with faculty. E-Libraries: Access to digital libraries like INFLIBNET, Shodhganga, and the university's e-library resources for research

and learning. Mobile Learning: Development of mobile-friendly platforms or apps for students to access course materials on the go. Training Faculty for Online Education: Conducting workshops on digital pedagogy, content creation for e-learning, and effective use of virtual tools. Blended Learning Models: Equipping faculty to integrate traditional teaching with digital tools, making education accessible to both on-campus and distance learners.

## Extended Profile

### 1.Programme

1.1	199
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	402
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	65
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	155
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>29</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	<b>29</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>26</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>56.06</b>
4.3 Total number of computers on campus for academic purposes	<b>57</b>
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The institution ensures effective curriculum delivery through a systematic, well-planned, and documented process that aligns with the objectives of outcome-based education. At the beginning of each academic year, a detailed academic calendar is prepared, incorporating university schedules, teaching timelines, examinations, and co-curricular activities. Faculty members develop teaching plans based on the curriculum, breaking down course content into modules with defined timelines and outcomes.</p>	

Regular orientation sessions are conducted to familiarize faculty with innovative pedagogical strategies and curriculum updates. A blend of traditional and modern teaching methods ensures a holistic learning experience, including lectures, group discussions, case studies, and experiential learning. Technology integration, such as Learning Management Systems (LMS) and smart classrooms, enhances content delivery and accessibility for students.

Continuous monitoring of teaching progress is achieved through faculty meetings, department reviews, and feedback mechanisms. The institution also maintains a repository of self-learning materials, ensuring students have access to additional resources for independent learning.

Assessment is integrated into the curriculum delivery process, with a focus on both formative and summative evaluations. Internal assessments, projects, and assignments are systematically planned to align with learning outcomes.

The process is regularly documented and reviewed for continuous improvement. Feedback from students, faculty, and stakeholders is analyzed, and corrective measures are implemented to enhance curriculum delivery, ensuring alignment with academic goals and industry demands.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution strictly adheres to the academic calendar to ensure the systematic conduct of all academic activities, including Continuous Internal Evaluation (CIE). At the start of each academic year, an academic calendar is prepared in alignment with the university's schedule, incorporating timelines for classes, internal assessments, semester examinations, and co-curricular activities.

The academic calendar specifies the dates for CIE components, such as internal exams, assignments, seminars, and project submissions,

ensuring transparency and preparedness among students and faculty. Faculty members plan their teaching schedules and evaluation activities accordingly, ensuring adequate time for syllabus completion and assessments.

CIE is conducted as a continuous process, evaluating students' performance through class tests, quizzes, assignments, and practical assessments. These assessments are designed to measure both conceptual understanding and application skills, aligned with predefined learning outcomes. Students' progress is monitored throughout the semester, and results are communicated promptly to provide feedback and scope for improvement.

Regular review meetings at the departmental level ensure strict adherence to the academic calendar. Any deviations due to unforeseen circumstances are addressed promptly, with alternative schedules ensuring minimal disruption. By following this structured approach, the institution maintains academic discipline, enhances student learning outcomes, and upholds the quality of internal evaluation processes.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

116

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Alphonsa College Thiruvambady integrates crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum through a combination of academic courses, and extracurricular activities.

#### 1. Professional Ethics

- Courses and workshops on topics like workplace ethics, integrity, and professional accountability are embedded within academic programmes.
- Seminars on ethical practices in various fields are conducted to emphasize the importance of values in professional life.

#### 2. Gender

- Gender sensitization is addressed through dedicated courses, seminars, and awareness campaigns.
- Events such as debates, self-defense workshops, and discussions on gender equity are organized to promote an inclusive environment.
- The Women's Cell actively engages students in initiatives advocating gender justice and empowerment.

#### 3. Human Values

- Value-based education is integrated into the curriculum through courses that promote empathy, inclusivity, and respect for diversity.
- Outreach programs, such as visits to orphanages and old-age homes, instill compassion and social responsibility in students.

#### 4. Environment and Sustainability



- **Mandatory courses on Environmental Science and sustainability-focused electives educate students on ecological issues.**
- **Practical initiatives like tree planting, energy conservation drives, and waste management projects ensure active student participation in environmental preservation.**

**Through these integrative efforts, the college prepares students to address societal and environmental challenges.**

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

**69**

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

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

**144**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.acttdy.com/college/act/225/9">https://www.acttdy.com/college/act/225/9</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://www.acttdy.com/college/act/225/9">https://www.acttdy.com/college/act/225/9</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

106

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

50

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution effectively caters to student diversity by recognizing and addressing the varied academic, cultural, and socio-economic backgrounds of its learners. A range of policies and initiatives ensures that all students receive equitable opportunities to excel academically and personally.

### 1. Academic Support

- **Bridge Courses:** Offered to first-year students to address knowledge gaps, especially for those transitioning from diverse educational boards or streams.
- **Remedial Classes:** Conducted for academically weaker students to enhance their understanding of core subjects.
- **Advanced Learning Opportunities:** Additional resources, challenging assignments, and mentorship for high-performing students to help them achieve their potential.

### 2. Socio-Economic Inclusivity

- **Financial Aid and Scholarships:** Fee concessions, government scholarships, and institutional funding schemes support students from underprivileged backgrounds.

- **Student Mentorship Programs:** Faculty mentors provide guidance on academic and personal challenges, creating a supportive learning environment.

### 3. Cultural and Linguistic Inclusivity

- **Language Support:** Classes in regional and English languages help students from diverse linguistic backgrounds integrate and excel.
- **Cultural Clubs and Events:** Celebrate the diversity of students' traditions and foster mutual respect.

### 4. Inclusivity for Special Needs

- **Infrastructure and resources** like ramps, assistive devices, and counseling services are available for differently-abled students.

By fostering an inclusive environment, the institution ensures that all students thrive regardless of their differences.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
402	29

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The institution adopts student-centric methods like experiential learning, participative learning, and problem-solving methodologies to enhance the learning experience, making it more engaging and effective.

### 1. Experiential Learning

- **Hands-On Activities:** Labs, workshops, and internships provide practical exposure to theoretical concepts.
- **Field Visits and Industrial Tours:** Students visit industries, research institutions, and ecological sites to gain real-world insights.
- **Projects and Case Studies:** Real-time projects and case-based learning encourage critical thinking and application of knowledge.

### 2. Participative Learning

- **Group Discussions and Debates:** Foster collaborative learning and diverse perspectives.
- **Seminars and Presentations:** Students take the lead in exploring topics, enhancing research and communication skills.
- **Peer Learning:** Students mentor or collaborate with peers to strengthen their understanding of topics.
- **Clubs and Activities:** Subject-specific and interdisciplinary clubs promote teamwork and creativity.

### 3. Problem-Solving Methodologies

- **Case-Based Problem Solving:** Students analyze and propose solutions for real-world problems.
- **Hackathons and Competitions:** Encourages innovation and critical thinking.
- **Research and Innovation Projects:** Provide opportunities to address contemporary challenges in diverse fields.

These methods create an interactive and dynamic learning environment, equipping students with analytical skills, teamwork, and practical knowledge, preparing them for academic and professional success.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Teachers extensively use ICT-enabled tools to enhance the effectiveness of the teaching-learning process, fostering an interactive and engaging educational environment. Smart classrooms equipped with projectors and Smart TVs are commonly used to present multimedia-rich content, making complex concepts easier to understand. Learning Management Systems (LMS) allow teachers to upload study materials, assignments, and recorded lectures for students to access anytime, ensuring flexibility in learning.

Online platforms are utilized for virtual classes, webinars, and interactive sessions, particularly during unforeseen disruptions. Teachers integrate digital tools like PowerPoint presentations, animations, and videos to complement traditional lectures. Data visualization tools and simulators are employed in fields like science, engineering, and economics to provide hands-on experience in a virtual setting.

Assessment tools, such as online quizzes, polls, and discussion forums, promote active participation and provide real-time feedback to students. By incorporating ICT tools, teachers not only cater to diverse learning styles but also keep students abreast of technology trends, preparing them for the modern digital world. This holistic approach enhances accessibility, engagement, and learning outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

3

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

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

#### 2.4.3.1 - Total experience of full-time teachers

123

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institution ensures a transparent and robust mechanism for internal assessment that is conducted systematically, with well-defined frequency and modes. The process is aligned with university regulations and communicated to students at the start of the academic year through the academic calendar, course outlines, and orientation sessions.

**Frequency:** Internal assessments are conducted at regular intervals, including periodic tests, assignments, quizzes, projects, presentations, and laboratory work. Two or more internal exams are typically scheduled per semester, with additional assessments like group discussions or case studies integrated as part of the evaluation process.

**Mode:** A variety of assessment methods ensure comprehensive evaluation. Written tests assess conceptual understanding, while



assignments and projects focus on application and analytical skills. Practical exams and lab reports evaluate technical expertise, and presentations or seminars enhance communication and research abilities. Participation in co-curricular activities is also considered where applicable.

**Transparency:** Assessment criteria and weightage for each component are communicated in advance. Evaluated scripts, project feedback, and scores are shared with students to promote accountability and improvement. A grievance redressal mechanism is in place to address any concerns related to evaluation.

This structured, fair, and transparent approach ensures continuous learning and prepares students for academic and professional challenges.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has a transparent, time-bound, and efficient mechanism to address internal examination-related grievances, ensuring fairness and accountability in the evaluation process. The system is designed to provide students with a platform to raise concerns and receive prompt resolutions.

#### 1. Transparent Process

- **Communication of Guidelines:** Clear guidelines regarding the evaluation criteria, marking schemes, and grievance redressal process are communicated at the beginning of each academic session.
- **Access to Evaluated Scripts:** Students are allowed to review their evaluated answer scripts for internal exams, assignments, and projects to ensure clarity and identify any discrepancies.

#### 2. Time-Bound Resolution

- **Submission of Grievances:** Students can submit grievances regarding errors in evaluation, marks entry, or other concerns through a formal procedure.
- **Defined Timeline:** Grievances are reviewed and resolved within a stipulated time, typically within 3-5 working days, ensuring minimal disruption to the academic schedule.

### 3. Efficient Handling

- **Dedicated Grievance Committee:** A grievance redressal committee, comprising faculty and department heads, ensures impartial review and resolution.
- **Re-evaluation or Clarification:** If required, re-evaluation is conducted, and necessary corrections are made promptly.
- **Feedback to Students:** Students are informed of the resolution and any corrective actions taken.

This systematic mechanism promotes trust and ensures the integrity of the CIEprocess.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The institution ensures that Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) for all programmes are clearly defined, communicated, and made accessible to all stakeholders, including teachers, students, and external audiences.

### 1. Formulation of Outcomes

- The outcomes are carefully designed in alignment with the institution's vision, mission, and the requirements of

regulatory bodies.

- Inputs from faculty, industry experts, alumni, and stakeholders are considered to ensure relevance and comprehensiveness.

## 2. Display and Communication

- **Institutional Website:** The POs, PSOs, and COs are prominently displayed on the institution's official website.
- **Academic Documents:** These outcomes are included in the syllabi, course handbooks, and prospectus, which are distributed to students during admission or at the beginning of the academic year.
- **Classroom Communication:** Teachers discuss the POs, PSOs, and COs with students at the commencement of each course, highlighting their relevance.

## 3. Continuous Awareness and Implementation

- Workshops and orientation programs are conducted to ensure teachers are well-versed with the outcomes and align their teaching strategies accordingly.
- Periodic reviews and feedback mechanisms ensure the outcomes remain relevant and are effectively implemented in teaching and learning processes.

This structured approach ensures clarity, transparency, and alignment of academic goals with student and societal needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The institution systematically evaluates the attainment of POs, PSOs, and COs through a well-defined and structured process.

### 1. Assessment Tools and Methods

- **Direct Assessment:**
  - Performance in internal and external examinations, assignments, practicals, projects, and viva voce is mapped to specific Course Outcomes (COs).
  - The attainment of COs is aggregated to evaluate Programme Outcomes (POs) and Programme Specific Outcomes (PSOs).
- **Indirect Assessment:**
  - Feedback from stakeholders such as students, alumni, employers, and faculty is collected through surveys and analyzed to gauge the effectiveness of programs.

### 2. Measurement and Mapping

- Each course's outcomes are aligned with specific POs and PSOs. A rubric-based evaluation is employed to measure the degree of attainment, with predefined benchmarks for success.

### 3. Data Analysis and Reporting

- The results of direct and indirect assessments are analyzed to identify the attainment levels of POs, PSOs, and COs.
- Gaps in attainment are documented, and action plans are prepared for continuous improvement.

### 4. Continuous Improvement

- Insights from evaluations are used to revise curriculum, teaching strategies, and assessment methods to enhance outcome attainment in subsequent cycles.

This process ensures accountability, quality enhancement, and alignment with academic and professional goals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.acttdy.com/naac/cllit/AQAR_2023-24/Criterion_2/2.6.3/Annual_Report_2023-24.docx">https://www.acttdy.com/naac/cllit/AQAR_2023-24/Criterion_2/2.6.3/Annual_Report_2023-24.docx</a>

### 2.7 - Student Satisfaction Survey

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

[https://www.acttdy.com/naac/cllit/AQAR\\_2023-24/Criterion\\_2/2.7/Student\\_Satisfaction\\_Survey\\_2023-24.xlsx](https://www.acttdy.com/naac/cllit/AQAR_2023-24/Criterion_2/2.7/Student_Satisfaction_Survey_2023-24.xlsx)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

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

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.2 - Innovation Ecosystem**

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

Alphonsa College, Thiruvambady, has demonstrated its dedication to fostering innovation and advancing knowledge creation and transfer during the academic year 2023-24. The institution has cultivated an ecosystem that encourages creativity, research, and collaboration among students, faculty, and external stakeholders. By providing state-of-the-art infrastructure, mentorship programs, and access to funding opportunities, the college has empowered its academic community to engage in meaningful innovation.

Through interdisciplinary research initiatives, the institution has focused on addressing real-world challenges, fostering critical thinking, and generating novel solutions. Students and faculty have actively participated in projects, conferences, and competitions, showcasing their innovative ideas on regional and national platforms.

The college has also prioritized knowledge transfer by building partnerships with industries, research organizations, and local communities. These collaborations have facilitated the exchange of expertise, technology, and best practices. Initiatives such as workshops, seminars, and training programs have enabled the dissemination of knowledge beyond the campus, benefiting society at large.

In addition, the college has promoted entrepreneurship by supporting startups and providing incubation facilities for budding entrepreneurs. These efforts reflect Alphonsa College's vision of shaping an academically and socially responsible community, committed to innovation and impactful knowledge sharing.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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



0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Alphonsa College, Thiruvambady, actively engaged in extension activities during the academic year 2023-24, aiming to foster holistic development among students while addressing social issues in the neighborhood community. These initiatives not only sensitized students to pressing societal challenges but also provided them with practical exposure to community service.

The college organized impactful outreach programs, such as the Blood Donation Camp (27th October) and the Medical Camp (28th November), contributing to the health and well-being of the local community. The "Drug Abuse Drama" held across schools in Pullurampara, Thiruvambady, and Koodaranji (31st January) raised awareness about the consequences of substance abuse among the youth.

Promoting environmental and food security, the college engaged in activities like the harvesting of upland rice (14th November) and seed collection initiatives (10th January). Programs like the "Walking Challenge" (22nd August) and "Millet Mela" (4th August) highlighted the importance of sustainable living and nutrition.

Cultural and educational outreach, including the "Snjo Bhavan Mukkam" programme (20th December) and the "Woman Empowerment Education" hosted by WDC (22nd January), further bridged the gap between academia and society. These efforts reflect the college's commitment to shaping socially conscious, empathetic, and responsible individuals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

11

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

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

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**614**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### **3.5 - Collaboration**

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

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

**7**

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

**5**

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Alphonsa College, Thiruvambady, has ensured the availability of adequate infrastructure and physical facilities to support effective teaching and learning during the academic year 2023-24. The institution's commitment to providing a conducive learning environment is reflected in its well-equipped classrooms, modern laboratories, and advanced computing equipment.

The classrooms are designed to facilitate interactive and engaging learning experiences, with provisions for audio-visual aids and ergonomic seating arrangements. Laboratories are outfitted with the latest tools and resources, enabling students to gain hands-on experience and deepen their understanding of theoretical concepts. The computing facilities include updated hardware and software to meet the diverse academic and research needs of students and faculty.

Additionally, the college has dedicated spaces for seminars, workshops, and training programs, ensuring that co-curricular and extracurricular activities are seamlessly integrated into academic life. The infrastructure supports innovative teaching methods and fosters an environment of academic excellence.

These facilities not only enhance the overall quality of education but also enable students to acquire skills and knowledge relevant to their fields, preparing them for future academic and professional endeavours.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

Alphonsa College, Thiruvambady, is committed to the holistic development of its students by providing exceptional facilities for cultural activities, sports, and wellness. These facilities create a vibrant campus life that nurtures talent, promotes physical fitness, and enhances mental well-being.

For cultural activities, the college boasts a spacious auditorium equipped with modern audio-visual systems, providing an excellent platform for events like drama, dance, music, and public speaking competitions. The auditorium serves as the epicenter of various cultural programs and celebrations, encouraging students to showcase their creativity and talents.

The institution emphasizes physical fitness and sports, offering extensive facilities for indoor and outdoor games. It features a well-maintained basketball court and large playgrounds, enabling students to engage in various athletic pursuits. A fully equipped gymnasium supports fitness enthusiasts, providing state-of-the-art equipment for strength training and cardio exercises.

Additionally, the college has a yoga center, promoting mindfulness and stress management among students and staff. Regular yoga sessions contribute to their mental and emotional well-being.

These facilities reflect Alphonsa College's dedication to fostering a well-rounded student experience, balancing academic rigor with extracurricular engagement to prepare students for both personal and professional success.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.****23**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****121.01**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Alphonsa College, Thiruvambady, has embraced modern technology by automating its library through an Integrated Library Management System (ILMS). This automation enhances the efficiency of library operations, making it easier for students and faculty to access resources.

The ILMS streamlines various library functions, including cataloging, circulation, acquisition, and inventory management. Users can search for books, journals, and digital resources

through an online public access catalog (OPAC), significantly improving the accessibility and discoverability of resources. The system also facilitates smooth borrowing and returning of materials, reducing manual effort and ensuring better accuracy in record-keeping.

Through the ILMS, the library maintains a centralized database that supports real-time tracking of resources and usage statistics. This not only aids in efficient resource allocation but also helps the institution in identifying and addressing the evolving academic needs of its users.

By adopting this technology, Alphonsa College has transformed its library into a user-friendly, efficient, and resource-rich environment, fostering a culture of learning and research among its academic community.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.56

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

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

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

41

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Alphonsa College, Thiruvambady, places a strong emphasis on integrating technology into its academic and administrative operations by frequently updating its IT facilities, including Wi-Fi connectivity. This commitment ensures that the institution stays abreast of technological advancements, providing a modern and efficient learning environment for students and staff.

The college has implemented a robust IT infrastructure that includes high-speed internet and Wi-Fi access across the campus, enabling seamless connectivity for academic and research purposes. Regular upgrades to the network infrastructure ensure that students and faculty can efficiently utilize online resources, e-learning platforms, and digital tools for teaching, learning, and collaboration.

In addition to Wi-Fi, the institution continually updates its computer labs with the latest hardware and software, supporting practical learning and skill development. Advanced IT tools and platforms are integrated into classroom teaching to enhance interactivity and engagement.



These facilities are complemented by regular IT workshops and training programs to ensure that students and staff are well-versed in using the latest technologies. Alphonsa College's proactive approach to maintaining and upgrading its IT infrastructure underscores its dedication to fostering a technologically enriched academic environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

62

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

131.32

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

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

In the academic year 2023-2024, Alphonsa College, Thiruvambady, continued its commitment to maintaining and efficiently utilizing its infrastructure through the "Feel Homely, Use Optimally, Preserve Responsibly" policy. This policy is overseen by a subcommittee comprising the Local Manager, Principal, IQAC Coordinator, Vice Principal, Department Heads, and Superintendent, who ensure the smooth implementation of maintenance and usage protocols.

The college solicits annual infrastructure plans from departments and offices, with major projects being presented by the Manager before the Educational Trust for approval. The Bursar plays a key role in monitoring facility upkeep and upgrades, while the Purchase Committee addresses the procurement of necessary resources. Usage of facilities is carefully tracked, and a system of fines is in place to deter misuse, ensuring that all resources are respected. Caution deposits are collected at the time of admission and refunded upon the issuance of a Transfer Certificate, provided there are no outstanding fines.

Financially, the institution follows a structured approach to resource mobilization and budgeting. An annual budget is prepared in consultation with various departments and offices, with regular internal and external audits ensuring adherence to financial policies. The Educational Trust of the Diocese of Thamarassery, which governs the college, prioritizes education over profit, offering scholarships and sharing income to support faculty and staff. The college's infrastructure, including laboratories, libraries, sports facilities, and classrooms, are maintained and utilized efficiently to enhance academic and extracurricular experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

8

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>C. 2 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 441 539 506">File Description</th> <th data-bbox="539 441 1445 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 613">Link to Institutional website</td> <td data-bbox="539 506 1445 613" style="text-align: center;"><b>Nil</b></td> </tr> <tr> <td data-bbox="86 613 539 678">Any additional information</td> <td data-bbox="539 613 1445 678" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 678 539 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="539 678 1445 824" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	<b>Nil</b>	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to Institutional website	<b>Nil</b>								
Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>24</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>24</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1207 539 1272">File Description</th> <th data-bbox="539 1207 1445 1272">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1272 539 1337">Any additional information</td> <td data-bbox="539 1272 1445 1337" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1337 539 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="539 1337 1445 1559" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

34

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

55

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

5

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

### 5.3 - Student Participation and Activities

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

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

8

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

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

In 2023-2024, Alphonsa College facilitates student representation and engagement through its College Union, which is structured in accordance with the Lyngdoh Committee report. The Union is

composed of various elected members, including the Chairperson, Vice Chairperson, Secretary, Joint Secretary, University Union Councillor, club secretaries, academic representatives, and association secretaries. Eligible candidates, meeting specific criteria, contest for class representative positions, ensuring diverse student representation across all levels.

The College Union serves as the official liaison between students and the college authorities, actively participating in decision-making processes related to academics, administrative matters, and quality enhancement initiatives. The Union regularly collaborates with staff advisors to discuss and propose innovative solutions for student activities.

Student representatives also have an essential role in various college committees, where they offer suggestions, organize meetings, and communicate recommendations to the Principal for further action. They are instrumental in managing cultural events, overseeing the college magazine, and receiving financial support for student-centered programs and competitions.

The Union's involvement spans academic events, cultural festivals, and national observances, ensuring comprehensive student representation. Through this active engagement, the College Union significantly contributes to creating a student-friendly environment, fostering strong faculty-student relationships, and enhancing both the teaching-learning experience and extracurricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

32

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The Alumni Association of Alphonsa College, Thiruvambady, established in March 2017, has 936 registered members and plays a vital role in fostering connections among former students. The association focuses on promoting social, cultural, and academic activities, creating a strong network among graduates. It offers valuable networking opportunities and enhances the college's reputation.

A tradition of grand alumni gatherings strengthens the bond among past students, and maintaining these relationships is seen as essential for the institution's success. Most alumni come from middle-class backgrounds and have benefited from the college's educational opportunities.

While the alumni did not contribute financially in the academic year 2023-24, they continue to support the college's profile by acting as ambassadors and assisting in brand-building through word-of-mouth marketing. Distinguished alumni, excelling in diverse fields, add to the association's prestige.

All past students are automatically members, and department-specific meetings further strengthen these connections. The Alumni Association's continued involvement helps shape the college's future, representing alumni views and offering support for the institution's growth and development.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

Alphonsa College, Thiruvambady, aligns its governance with its vision of fostering holistic student development through moral values and quality education. The institution's mission is to cultivate a community of staff and students who are academically excellent, professionally competent, socially committed, emotionally motivated, and economically viable. The college's policies reflect constitutional values, gender equity, inclusivity, and eco-friendliness.

Operating on decentralised and participatory principles, the college implements both long-term and short-term plans to enhance quality, infrastructure, and growth. These strategies are guided by annual and monthly action plans, evaluated in line with IQAC guidelines, and documented on official platforms with actions recorded in meeting minutes.

The governance structure includes a managing council, representing the Diocese of Thamarassery, which sets the institution's vision and mission. Decision-making is facilitated through the College Council, General Staff Council, and departmental meetings, ensuring collaboration for optimal outcomes. Continuous participation from stakeholders, through feedback on infrastructure, curriculum, and administrative matters, informs decisions.

The institution maintains an efficient grievance redressal system, publicly acknowledges stakeholder contributions, and ensures teacher representation in key decision-making bodies, such as the Academic Council and Finance Committee, promoting transparency and inclusivity in governance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Effective leadership at Alphonsa College, Thiruvambady, is clearly reflected through its implementation of decentralisation and participative management practices. Decentralisation empowers various departments, clubs, forums, and stakeholders, granting them autonomy in decision-making processes. This approach fosters ownership, responsibility, and accountability, encouraging innovation and swift action within the institution.

The college's participative management style ensures diverse voices are heard in key decision-making forums. Stakeholders, including faculty, staff, students, and alumni, actively contribute ideas, evaluate programs, and collaborate towards common goals. Regular departmental meetings, executive gatherings of clubs and forums, and collective task settings are vital platforms for this collaborative effort.

This leadership model prioritises inclusivity and collaboration, tapping into the collective expertise and experiences of all stakeholders. The institution consistently seeks feedback to improve infrastructure, teaching methodologies, administrative processes, and the academic environment, ensuring continuous development.

Through this decentralised and participative approach, Alphonsa College strengthens its decision-making capabilities, promoting shared responsibility and continuous improvement. This reflects the college's commitment to creating a conducive and collaborative learning environment for students, staff, and the broader community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic/perspective plan at Alphonsa College Thiruvambady is meticulously crafted to align with the institution's vision of fostering global educational opportunities and cultural exchange. This plan emphasizes collaboration with international institutions, promoting academic excellence, and facilitating exposure to global perspectives.

A noteworthy event that exemplifies the effective deployment of this plan is the Choose France Tour conducted on November 7, 2023. This initiative was organized under various committees with the active involvement of over 850 participants, including students, faculty, and other stakeholders. The event hosted 30 delegates from different educational institutions across France, showcasing a remarkable commitment to global partnership.

Notable dignitaries, including the Attaché and officers from the French Consulate, also participated, enriching the event with valuable insights and fostering cross-cultural dialogue. The program included interactive sessions, presentations on educational opportunities in France, and networking opportunities between students and French delegates.

The overwhelming participation and the structured organization of this event highlight the institution's commitment to its strategic goals of internationalization and educational enhancement. It underscores Alphonsa College's dedication to providing a platform for global learning, making it a significant milestone in the 2023-24 academic year.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Under the Diocesan Educational Trust, Alphonsa College's governance structure is designed to ensure effective and efficient management through a clear hierarchy and functional bodies. The Bishop, as the Patron, oversees trust activities, while the Treasurer also serves as the College Director. The Manager, with policy-making authority, appoints the Principal and staff in accordance with university guidelines.

At the institutional level, the Principal leads the administration, supported by the Vice Principal and the College Council, which includes Heads of Departments and nominated members. Various associations are actively engaged in fostering strong relationships with stakeholders.

Functional committees are established to address critical issues such as ethics, harassment, grievances, ragging, drug awareness, and SC/ST interests. These committees handle discipline, sexual harassment, grievance redressal, and prevention of ragging and drug abuse, while also supporting marginalized students.

The Institutional Quality Assurance Cell (IQAC) plays a central role in driving quality enhancement initiatives. Co-curricular activities and departmental affairs are overseen by clubs, forums, and Heads of Departments. Administrative functions are managed by the College office, led by the Office Superintendent, while the Bursar ensures efficient financial management, including daily account maintenance and financial affairs. This structured approach supports the smooth functioning of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

Alphonsa College prioritizes the welfare of both teaching and non-teaching staff, ensuring a supportive and conducive work environment. Staff benefits include Provident Fund, ESI, Maternity Leave, Festival Allowance, and financial support for Faculty Development Programs (FDPs). The institution also aids in publishing scholarly articles, honors achievements, and celebrates significant events such as book launches and staff accomplishments.

Regular staff enjoy additional benefits such as Christmas Allowance, salary advances, loans for academic gadgets, travel allowances for conferences, and support for higher education. The college offers subsidized canteen meals, Wi-Fi access, staff tours, family gatherings, retirement acknowledgments, and financial aid for personal needs like marriage or housing. Daycare facilities and recreational amenities further enhance staff well-

being.

Inclusivity is emphasized, with security guards and gardeners provided uniforms, ensuring that welfare measures extend to all staff members. These initiatives contribute to a positive and motivating atmosphere, fostering a sense of security, recognition, and professional growth. Through these comprehensive welfare measures, Alphonsa College maintains a supportive environment that values the well-being and satisfaction of its staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

1

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

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

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

10

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

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

Alphonsa College implements a robust performance appraisal system for both teaching and non-teaching staff, fostering continuous improvement. Feedback mechanisms include student evaluations of teachers, providing confidential assessment reports that are

analyzed by the Principal for faculty development. Teaching staff also submit self-appraisal forms, detailing their performance in curricular, co-curricular, and research activities, which are reviewed by the Principal and IQAC in accordance with UGC guidelines.

Non-teaching staff are evaluated based on efficiency and timely task completion through self-appraisal forms, which are assessed by the IQAC. Heads of Departments prepare Annual Reports summarizing departmental activities, including student and faculty achievements, which are then reviewed by the Principal. The IQAC Core Committee conducts profile reviews and offers suggestions to enhance staff performance.

In the academic year 2023-2024, the college introduced the 360-Degree Feedback system. This system allows staff members to undergo self-evaluation, peer evaluation, and evaluation by superiors and management, promoting a comprehensive review process. This holistic approach ensures that staff performance is consistently monitored, with opportunities for professional growth and quality enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

Alphonsa College Thiruvambady conducts annual internal and external financial audits to ensure financial accountability and transparency. Internal audits are carried out by the college's designated audit committee, focusing on budget allocation, expenditure tracking, and compliance with institutional policies. These audits are conducted quarterly to monitor financial practices and promptly address discrepancies.

Government-authorized agencies and chartered accountants perform external audits. These include statutory audits to verify adherence to financial regulations, utilization audits to ensure proper use of grants and funds, and special audits for specific



projects funded by external agencies. The external audits are typically conducted at the end of the financial year.

Mechanisms for settling audit objections include a detailed review of the objections raised by auditors. The college forms a review committee that collaborates with the finance department to address the issues. For minor discrepancies, immediate rectification is undertaken, while significant objections are resolved through corrective measures, including revised financial reporting or procedural improvements. All resolutions are documented and communicated to the auditors for closure.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

118.59

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

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

Alphonsa College Thiruvambady employs innovative strategies to mobilize funds and ensure the optimal utilization of resources, aligning with its mission to provide quality education. The institution secures funds through various sources, including government grants, philanthropic contributions, alumni donations, and project-specific funding from NGOs and corporate sponsors. The college also generates revenue internally through student fees, organizing cultural and academic events, and offering certificate

courses tailored to community needs.

To optimize resource utilization, the college prioritizes meticulous budget planning and allocation. Emphasis is placed on maintaining transparency and accountability in financial operations. Resources are deployed strategically to enhance academic infrastructure, including modernizing classrooms, laboratories, and libraries, while ensuring cost-effective procurement of goods and services. Sustainable practices, such as energy conservation and waste management, are integrated to minimize operational expenses.

Collaborations with industry and research organizations help secure additional funding while providing practical learning opportunities for students. Periodic audits and reviews are conducted to evaluate financial efficiency and identify areas for improvement. By fostering a culture of fiscal responsibility and proactive resource management, the college ensures that funds are effectively utilized to achieve academic excellence and support institutional growth.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at Alphonsa College Thiruvambady is pivotal in embedding quality assurance strategies and processes across academic and administrative domains. IQAC ensures continuous improvement and aligns institutional practices with global standards through its pro-active initiatives.

In the 2023-24 academic year, the IQAC organized various events, including workshops on Research Methodology and sessions on the Four-Year Undergraduate Program (FYUGP), to enhance academic competencies and align with the latest educational reforms. The conduction of the Academic and Administrative Audit (AAA) provided a comprehensive assessment of institutional performance, identifying strengths and areas for improvement.

A significant milestone was the implementation of the 360-Degree Feedback System, fostering a culture of accountability and self-improvement by incorporating feedback from students, faculty, and stakeholders. The IQAC also facilitated the adoption of a new Learning Management System (LMS), enhancing digital learning and administrative efficiency.

Further, the IQAC contributed to infrastructure development with the construction of a Women's Hostel, addressing the accommodation needs of female students and promoting inclusivity. These initiatives underscore the IQAC's commitment to fostering an ecosystem of excellence, innovation, and holistic development, thereby institutionalizing quality assurance as a core organizational value.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Alphonsa College Thiruvambady ensures consistent enhancement of its teaching-learning processes, operational structures, and learning outcomes through the active involvement of the Internal Quality Assurance Cell (IQAC). The IQAC periodically reviews these aspects in alignment with established norms, fostering a culture of continuous improvement.

Regular faculty development programs and workshops organized by IQAC promote innovative teaching methodologies and the effective use of digital tools. Structured feedback mechanisms, including the 360-degree Feedback System, enable the institution to assess the effectiveness of teaching practices and make data-driven improvements.

The review process incorporates Academic and Administrative Audits (AAA), ensuring a holistic evaluation of academic delivery and operational efficiency. These audits highlight best practices and identify areas for refinement, leading to improved curriculum delivery and student engagement.

Incremental improvements are evident in adopting a robust Learning Management System (LMS) to enhance blended learning, the integration of research-oriented pedagogy through workshops on Research Methodology, and aligning academic programs with national frameworks such as FYUGP.

These initiatives have led to measurable enhancements in learning outcomes, higher student satisfaction, and better preparedness for future challenges, reflecting the institution's commitment to academic excellence and holistic development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.acttdy.com/naac/cllit//AQAR2023-24/Annual Report 2023- 24.docx">https://www.acttdy.com/naac/cllit//AQAR2023-24/Annual Report 2023- 24.docx</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Alphonsa College Thiruvambady actively promotes gender equity through a range of measures aimed at fostering an inclusive and supportive environment for all students and staff. The college organizes workshops, seminars, and awareness programs addressing gender equality, women's rights, and gender sensitization. These events often involve experts, legal professionals, and activists who educate the campus community about issues like gender-based violence, workplace harassment, and equal opportunities.

A dedicated Gender Equity Cell ensures the implementation of policies promoting gender inclusivity. The cell addresses grievances related to gender discrimination and provides counseling support to students and staff. Self-defense training programs and health awareness initiatives focusing on women's well-being are regularly conducted.

The college curriculum includes gender studies topics to instill awareness and sensitivity among students. Facilities such as separate restrooms for women, a well-equipped women's lounge, and menstrual hygiene management support are in place. Leadership development programs encourage women to take on significant roles in academic and extracurricular activities, fostering confidence and empowerment.

Through these initiatives, Alphonsa College reinforces its commitment to creating a campus culture where gender equity is not just a principle but a lived reality.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Alphonsa College Thiruvambady has implemented effective waste management systems to handle various types of degradable and non-degradable waste, ensuring environmental sustainability.

**Solid waste management:** The college segregates solid waste into biodegradable and non-biodegradable categories at the source. Biodegradable waste is processed in composting pits to produce organic manure, while non-biodegradable waste is collected and sent to authorized recycling units.

**Liquid waste management:** The institution uses a well-maintained drainage system to channel liquid waste safely. Wastewater from laboratories and washrooms is treated through sedimentation and filtration systems before being reused for gardening and cleaning purposes.

**E-waste management:** Obsolete electronic items such as computers and peripherals are either refurbished for reuse or disposed of through certified e-waste recyclers to minimize environmental impact.

**Waste recycling system:** The college promotes the reuse and recycling of paper, plastic, and other materials through student-led initiatives and partnerships with recycling agencies.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting**

A. Any 4 or all of the above

<b>Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

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

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

Alphonsa College Thiruvambady is committed to fostering an inclusive environment that celebrates and respects cultural, regional, linguistic, communal, socioeconomic, and other diversities. The institution promotes tolerance and harmony through various initiatives and activities designed to build



mutual understanding and unity among students and staff.

Cultural diversity is embraced through festivals, cultural events, and intercollegiate programs that encourage the participation of students from varied backgrounds. These events serve as platforms for sharing traditions and fostering respect for different cultures and beliefs. Regional and linguistic inclusivity is promoted by offering language clubs, where students can learn new languages and explore regional literature and art forms.

The college organizes workshops and seminars addressing communal harmony, conflict resolution, and social equity, often inviting experts to engage with students on these themes. Socioeconomic diversity is acknowledged through scholarships, fee concessions, and financial aid programs that ensure education remains accessible to all, regardless of economic background.

Efforts to promote an inclusive campus also include the celebration of national unity days, and active grievance redressal mechanisms. These initiatives help create a harmonious, empathetic, and inclusive atmosphere, enabling all individuals to thrive while contributing to a collective sense of community.

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

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

Alphonsa College Thiruvambady prioritizes sensitizing its students and employees to constitutional obligations by fostering awareness of values, rights, duties, and responsibilities as citizens. This is achieved through a variety of educational and participatory initiatives aimed at building a socially responsible and ethically conscious community.

The institution integrates the study of the Constitution of India into the curriculum, providing students with a strong foundation in democratic principles, fundamental rights, and duties. To further reinforce these values, the college organizes seminars, debates, and workshops on constitutional topics, inviting legal

experts and scholars to engage with students and employees.

National festivals like Republic Day and Independence Day are celebrated with programs emphasizing the importance of constitutional ideals such as equality, justice, and liberty. The college also conducts awareness drives and campaigns on social issues like voting rights, gender equality, and environmental protection, encouraging active participation in civic life.

The National Service Scheme (NSS) and other student bodies lead outreach programs, promoting social responsibility through activities like community service, cleanliness drives, and legal literacy campaigns. By instilling constitutional values and encouraging proactive citizenship, Alphonsa College Thiruvambady ensures that its community contributes positively to society while upholding the ideals of the Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**A. All of the above**

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

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

Alphonsa College Thiruvambady actively celebrates and organizes national and international commemorative days, events, and festivals to foster cultural awareness, national pride, and global perspectives among its students and staff. These events serve as platforms to highlight significant historical, cultural, and social milestones, promoting unity, inclusivity, and a sense of responsibility.

National celebrations include Republic Day, Independence Day, and Gandhi Jayanti, marked with patriotic programs, speeches, and activities that emphasize the values enshrined in the Constitution. The college also observes National Science Day, Teachers' Day, and Environmental Day, organizing seminars, exhibitions, and awareness drives to inspire intellectual growth and environmental consciousness.

Internationally recognized days like International Women's Day, Human Rights Day, and World Environment Day are celebrated with activities such as panel discussions, workshops, and student-led campaigns, aiming to build awareness of global issues and encourage proactive engagement.

The college also honors cultural and religious festivals such as Onam, Christmas, and Eid, fostering harmony and appreciation for diversity. These festivities include traditional performances, community meals, and interfaith dialogues, creating a vibrant and inclusive campus environment. By commemorating these occasions, Alphonsa College instills values of respect, unity, and global citizenship in its community.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### 1. Alphonsian Green Initiatives (AGI)

AGI promotes environmental sustainability through intellectual activities and fieldwork. It operates under the Green, Water Management, and Waste Management Clubs to instill ecological responsibility and sustainable practices. Intellectual initiatives include ecology-related courses, awareness campaigns, and observance of eco-significant days. Field activities involve campus and community projects, emphasizing resource conservation and sustainable development. Recognized by the District Green Champion Award, AGI aligns with UGC mandates for environmental education. Key challenges include integrating these initiatives into academic schedules and overcoming the perception of them as extracurricular.

### 2. Compassionate and Nurturing Alphonsians (CNA)

CNA fosters social responsibility through forums like the Palliative Care Forum, Pro-Differently Abled Forum, and Blood Donor's Forum. It emphasizes empathy and inclusivity, engaging students in projects, outreach programs, and village adoption schemes. CNA combines academic and extension activities, encouraging students to address issues affecting marginalized communities. Recognized for its contributions during the COVID-19 pandemic, CNA exemplifies the transformative role of education in societal upliftment. Challenges include time constraints and ensuring students' active engagement beyond mandatory participation.

Both practices align with the institution's vision of holistic education, addressing ecological and societal responsibilities

while empowering students to create a sustainable and compassionate world.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.acttdy.com/college/act/220/9">https://www.acttdy.com/college/act/220/9</a>
Any other relevant information	<a href="https://www.acttdy.com/college/act/222/9">https://www.acttdy.com/college/act/222/9</a>

### 7.3 - Institutional Distinctiveness

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

Alphonsa College Thiruvambady (ACT), named after St. Alphonsa, embodies the vision of transforming society through education and service. Established in 2014, ACT provides quality education for students, predominantly from economically and socially backward farming communities in the hilly regions of Calicut. The institution's core vision is the holistic development of students through moral and quality education while fostering social and cultural reformation.

ACT's unique approach combines academic excellence with practical application. Students are trained in soft skills, ICT, leadership, and entrepreneurial programs while rooted in human, professional, and social values like equality, integrity, and empathy. Extension activities further strengthen community bonds. Skill development workshops in tailoring, organic farming, and digital literacy empower locals, while counseling and awareness sessions on gender equity, drug abuse, and environmental sustainability address pressing social issues.

ACT's outreach programs include visits to Adivasi colonies, anti-drug campaigns, and aiding care homes and palliative patients. Initiatives like "A House for the Companion" showcase its commitment to uplifting marginalized communities.

By intertwining education with community service, ACT exemplifies its dedication to transforming lives, fostering social equity, and promoting sustainable development, making it a beacon of hope and empowerment in its region.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

The institution aims to strengthen its academic, infrastructural, and social commitments in the coming year.

**Curricular Development:** The curriculum will be enriched with industry-relevant content and interdisciplinary courses in emerging fields like AI, data analytics, and environmental sustainability. Practical applications and experiential learning will be prioritized. **Skill Enhancement Programs:** Workshops will be expanded to include trending areas such as blockchain, digital marketing, and renewable energy. Soft skills and emotional intelligence training will be embedded into student development initiatives. **Community Engagement Initiatives:** The institution will enhance outreach programs, focusing on skill development, health awareness, organic farming, and anti-drug campaigns. Collaboration with local bodies will foster community upliftment. **Student Empowerment:** Mentorship programs and leadership opportunities through clubs and student councils will be promoted. Career counseling and internships will bridge the gap between academics and employability. **Infrastructure Development:** Labs, libraries, and classrooms will be modernized, and eco-friendly practices like solar power and rainwater harvesting will be implemented. **Partnerships and Feedback Mechanisms:** New partnerships with industries and NGOs will be forged. Feedback from stakeholders will inform continuous improvement. **Contingency Preparedness:** Online learning systems and mental health support will be strengthened, ensuring adaptability to unforeseen challenges.