



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		ST. JOHN'S COLLEGE
Name of the head of the Institution		Fr. Johnson G.
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04752273326
Mobile no.		9447333822
Registered Email		info@stjohns.ac.in
Alternate Email		iqac@stjohns.ac.in
Address		St. John
City/Town		Kollam
State/UT		Kerala
Pincode		691306
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Jerry C. Jacson
Phone no/Alternate Phone no.	919961218103
Mobile no.	8136806051
Registered Email	info@stjohns.ac.in
Alternate Email	iqac@stjohns.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://stjohns.ac.in/shared-files/6699/AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://stjohns.ac.in/shared-files/6700/academic_calendar-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	76.15	2005	20-May-2005	19-May-2010
2	A	3.01	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC	01-Jun-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Comprehensive study on infrastructural	12-Jun-2019 180	47

requirement and nature of infrastructure development to be augmented.		
Empowering faculty to provide support to students regarding career options and advancement to higher education.	12-Jun-2019 180	47
No Files Uploaded !!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Botany, Chemistry, Environmental Science, Mathematics, Physics and Zoology	FIST	DST, Ministry of S & T, Govt. of India.	2018 900	11000000
English	Certificate course on 'IT Enabled English Language Skill Development'	UGC	2015 900	700000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Provided support to the faculty in document collection and preparation of reports for assessment process.

Created a committee to make a study on the gap between infrastructural requirement and current status; a framework could be developed by those concerned only because of the initial impetus from IQAC.

The different initiatives from the institution regarding support to financially backward students was due to the base put down by the IQAC. Building on this ground the authorities could make meaningful efforts in this regard directly and through bodies like NSS.

A support system could be put in place through the Department of Physical Education providing sophisticated facilities for sports persons showing great promise. IQAC could impress upon the college to place funds for the initiative.

Initiatives towards meaningful and strong support from the alumni of the college materialised from ideas formulated in the IQAC. Alumni is now engaged in creating resources for financial and intellectual support helping students in ever facets of all-round development.

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

Plan of Action	Achivements/Outcomes
Comprehensive study on infrastructural requirement and nature of infrastructure development to be augmented.	This was presented as an agenda in the meeting of the IQAC. A committee headed by the local manager made an investigation into infrastructural facilities present with the college. A detailed report was submitted to the Principal which was forwarded to the management. Further directions from the management is awaited.
Empowering faculty to provide support to students regarding career options and advancement to higher education.	Faculty could gain detailed expertise in career options of various streams. Some faculty could be equipped with skills in career counselling and this proved to be an additional advantage from the plan created. This was made possible through a system where external experts were roped in to provide training in the initial stages and later on faculty who gained skills in this regard were utilised as resource persons empowering other faculty members.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Name of Statutory Body</th> <th style="width: 50%; text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College Council</td> <td style="text-align: center;">31-Dec-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Council	31-Dec-2020
Name of Statutory Body	Meeting Date				
College Council	31-Dec-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	20-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>1. Attendance management. • Student attendance is entered through a portal maintained in a website sjcams.in. • Details of students and faculty have been entered and stored online. • Timetables of departments and the general time table of the college can be accessed. • Attendance is marked online after each hour and can be accessed by the teacher, HoD and Principal. • Principal is the administrator and approves the attendance entered. • The hours engaged by faculty can be accessed by the administrator. • The percentage of attendance of each student can be accessed at any time and print outs can be obtained. These printed documents at the end of the academic year can be used as proof of attendance. 2. Library management • This module is used for the management of the library. • All books have been barcoded and the details can be digitally accessed. • Student details and faculty details are digitally stored and barcoded ID cards help in digital storage of information on books lended. • The digital stock register is another feature which provides transparency to book purchase and utilisation of funds on books and journals.</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

St John's College has been catering to the needs of students, especially to those belonging to the minority sections of society, as per Government norms. The curriculum is semester based with the evaluation being done semester wise. There is continuous evaluation along with external examination every semester. The internal examinations are conducted in the University Exam model bearing the same weightage and duration. Proper feedback is provided to the students after the internal exams. Internal Examinations and External Examinations are well monitored by the DLMC and CLMC which hold meetings, along with IQAC meetings which decide upon the necessary improvements that need to be implemented in monitoring Evaluation and Assessment. Apart from the exams, assignments, seminars and Micro Teaching Practice sessions are conducted for the wholesome curricular development of the students. Online assignments are made compulsory in at least one semester an academic year for students to get a taste of the ICT learning that has changed the educational scenario everywhere. These assignments are evaluated and an online feedback is also given. The curriculum which is IT integrated, caters to the contemporary needs of students. LED Learning Display Boards have been fixed in certain Language Classes to enhance Language Skill Development, along with that of cognitive skills. Oral examinations were conducted for a large group of First Year students, to evaluate Language Skills. The feedback system has been completely digitalised for the flexibility of catering to different stakeholders, like students, faculty, parents, alumni and employers (Comprehensive consolidated report has been attached). Programmes for the development of scholastic as well as co-scholastic development of students are an integral part of the curriculum. Many of our students have won accolades at many Inter Collegiate Competitions. They have also come out in flying colours in the Final Year Examinations with University Ranks. Enhancement of Student Employability has been a key focus during the past academic year. Field trips for Hands on training in several Employability Skills were also conducted during the academic year. Career Guidance classes have been organised for planning of career along with curricular planning. Placement Drives have been organised in the institution and six of our students were recruited to an Educational Group of Institutions in Ahmedabad.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Water Quality Analysis	NIL	01/10/2019	180	The Department of Environmental Science has a full-fledged water quality testing laboratory approved by	Students were equipped with the following skills, 1. operation of equipments, 2. repair and maintenance

Pollution Control Board, using this facility the course was organised enabling training in techniques and requirements of water quality testing in

of equipments, 3. organisation of laboratories according to protocol, 4. ability to read and interpret results and 5. expertise in legal formalit

IT enabled English language skill development

NIL

03/06/2019

180

This course is relevant as it combines technology with communi cative skills. The students can get jobs in call centres, MNCs, media, advertising agencies, as flight crew, management p rofessionals and teaching. They can become trainers in soft skills, pres

The Certificate programme focuses on developing the LSRW skills, soft skills and Computer skills of the students who belong to multifarious disciplines. Industry and market specific skill requirement with regard to areas involving co mmunication, pres

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Mathematics	01/06/2020
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

Certificate	Diploma Course

Number of Students

10

Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Physics	1
BSc	Zoology	10
MSc	Chemistry	1
MSc	Environmental Sciences	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

St John's College has been collecting the Curriculum Feedback from its stakeholders and analyzing it at the end of an academic year. An online feedback system has been introduced from this academic year. The online feedback form on curriculum caters to the students, faculty, alumni and parents. The online feedback forms sent via the Google platform, are catered to the various stakeholders from the respective departments. The online feedback system was introduced towards the end of the academic years. From the following academic year onwards, feedback would be collected at the end of every semester to ensure the curricular changes that need to be brought about in a particular semester. The feedback links are on the College Website. 1. Student Feedback Form (Curriculum) At the end of a semester the students submit an online feedback about the curriculum. The feedback consists of ten questions and the students reply for each question with a score ranging from 1 to 4. The scores mean the following: Score 1: Very Good Score 2: Good Score 3: Satisfactory Score 4: Un satisfactory An overall rating is also given ranging from 0-10, calculated in percentage . The result and analysis of the feedback is available to the Principal and the Principal gives the same to the IQAC coordinator and the concerned Heads of the Departments with the Principal's observations, without in anyway disclosing the identity of the students who have given feedback. The Principal takes additional measures to bring about changes depending on the Feedback after discussion with the IQAC and the College Council. 2. Faculty Feedback Form (Curriculum) At the end of a semester the faculty members submit an online feedback about the curriculum. The feedback

consists of five questions a score ranging from 1 to 5, viz. Score 1: Strongly Agree Score 2: Agree Score 3: Neutral Score 4: Disagree Score 5: Strongly Disagree Two questions are yes or no questions followed by suggestions. The result and analysis of the feedback is available to the Principal and the Principal gives the same to the IQAC coordinator and the concerned Heads of the Departments with the Principal's observations, without in anyway disclosing the identity of the faculty members who have given feedback. The Principal takes additional measures to bring about changes depending on the Feedback after discussion with the IQAC and the College Council. 3. Alumni Feedback Form (Curriculum) The backbone of every educational institution, the alumni of St John's College are given the opportunity of providing an honest feedback. At the end of a year, the alumnus submit an online feedback about the curriculum. The feedback consists of five questions a score ranging from 1 to 5, viz. Score 1: Excellent Score 2: Very Good Score 3: Good Score 4: Average Score 5: Poor There are a few questions related to the current status of the alumnus followed by a slot for suggestions. The result and analysis of the feedback is available to the Principal and the Principal gives the same to the

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Malayalam	53	2472	53
BA	Economics	45	1677	45
BA	English & Communicative English	36	1719	43
BA	Political Science	57	2229	57
BSc	Botany	36	1843	36
BSc	Chemistry	32	1260	30
BSc	Mathematics	48	742	38
BSc	Physics	24	999	19
BSc	Zoology	36	1907	36
BCom	Commerce	71	3108	71

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1220	91	31	4	12

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
56	56	5	10	Nil	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Objective The main objectives of the mentoring system are, 1. to help the students by all possible means to complete his/ her course of study with a highest score, 2. to channelize into and motivate his/ her life towards the most suitable stream of life for him/ her and 3. to promote him/ her to achieve the greatest goals, so that his/ her brighter future shall be assured and he/ she shall be shaped into the most suitable person. Mode of operation ? Identify the ward his/ her Intelligent Quotient (I Q), Emotional Quotient (E Q), family, financial, social backgrounds etc. ? Analyse the academic progression, the student achieved so far. ? Identify his/ her aspirations in life. ? Identify all Psychological and social constraints faced by the student. ? Evaluate the potential of the student to achieve their aspirations. ? Seek the possibilities to help him/her by all possible means to accomplish the target. Implementation ? Faculty advisors of first year classes identify students who are in need of mentoring. ? The list of students is forwarded to the Principal and the Principal in consultation with HoDs allot these students to teachers assigned as mentors. ? As far as possible the teacher provides career, academic and psychological guidance and counselling to all the students of the group and reports to the next higher authority cases, if any, that need our special care and better treatment, so that more assistance shall be extended to the student. ? The teacher has direct and regular contact with the parents / guardian of all the students, not to narrate the complaints on the students but to clarify certain facts and to discuss the progress of the ward. ? There shall be occasional group gatherings, discussions etc. ? Mutual help among the colleagues is fostered to enable social and mental development.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1311	47	1 : 28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	47	15	1	23

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BSc	250	S2	19/06/2019	25/01/2020
BSc	245	S2	18/06/2019	25/01/2020
BSc	235	S2	20/06/2019	25/01/2020
BSc	230	S2	20/06/2019	25/01/2020
BSc	220	S2	21/01/2019	25/01/2020
BCom	159	S2	20/06/2019	25/01/2020
BA	150	S2	21/06/2019	28/01/2020
BA	145	S2	21/06/2019	28/01/2020
BA	115	S2	21/06/2019	28/01/2020
BA	133	S2	21/06/2019	17/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The college conforms to the directives of the university of Kerala regarding continuous internal evaluation. • The college adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline. • During the lockdown, online assignments were submitted for evaluation through Google classroom and other online platforms as instructed by the teacher. In spite of the constraints with regard to gadgets and data connectivity in the initial phase, almost all students submitted the assignments on time. • The schedule for class tests and assignments was notified to the students in advance and was strictly followed. • The internal exam question paper was uploaded on the scheduled time and the students took the pdf of the answer scripts and mailed it to the faculty-in-charge within the time-frame. • For courses having Practical examination, the faculty would monitor and evaluate the punctuality and promptness in doing the experiments and the submission of records. • The DLMC of every department verified the internal assessment data of the students before it was circulated among students for verification. Discrepancies or grievances, were take note of and redressed before submission to the CLMC. • Result Analysis was done by the class advisors after every test. • PTA of every batch was conducted to sensitize the parents about the online internal evaluation procedures and to discuss the performance of the students. The college has a system of student feedback, which facilitates effective implementation of evaluation processes ensuring transparency.

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

• As an affiliated institution, evaluation norms of the university are followed. The University of Kerala prepares the academic calendar every year and the college calendar is prepared in tandem with it. By the beginning of the academic year, the IQAC prepares an academic calendar and constantly monitors its effective implementation. • At the beginning of every semester the students are provided with college calendar containing details of various programmes and courses, instructions regarding the conduct of internal evaluation, rules and regulations of the college, student discipline, etc. • All directions received from the University regarding Academic Calendar and Conduct of Examinations is communicated to the faculty through official WhatsApp group and is displayed on the college Notice Boards. • After every internal examination, a deadline is provided to complete the valuation of answer scripts. The answer books are distributed with a proper feedback. • University takes care of End Semester Evaluation (ESE) where different boards are formed and evaluated scripts are further scrutinized by chief examiners randomly and anomalies if any are

pointed out to the concerned evaluators.

2.6 – Student Performance and Learning Outcomes

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

<https://stjohns.ac.in/shared-files/6686/outcome.pdf.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
245	BSc	Botany	33	18	54.5
235	BSc	Chemistry	28	22	78.57
220	BSc	Mathematics	43	25	58.14
230	BSc	Physics	22	10	45.45
250	BSc	Zoology	33	25	75.75
145	BA	Political Science	50	30	60
115	BA	Malayalam	46	22	47.83
133	BA	English and Communicative English	35	26	74.20
150	BA	Economics	38	20	52.63
159	BCom	Commerce	63	49	74

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://stjohns.ac.in/shared-files/6704/Feedback-2019-20-1.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
NIL	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	0.5
International	Mathematics	4	0
International	Physics	1	1.09
No file uploaded.			

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

Department	Number of Publication
NIL	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Spectroscopic investigation of supramolecular or ganometallic compound L-threonine cadmium	K.C.Bright	Spectrochimica Acta Part A: Molecular and Biomolecular Spectroscopy	2020	5.8	St. Johns College, Anchal	6

acetate monohydrate						
SOLUTION OF NONLINEAR SECOND ORDER MULTI-POINT BOUNDARY VALUE PROBLEMS BY SHOOTING TYPE DIFFERENTIAL TRANSFORM ALGORITHM	D.S.Dilip	Advances in Mathematics: Scientific journal	2020	0	St. Johns College, Anchal	Nil
STABILITY AND BOUNDEDNESS PROPERTIES OF A RATIONAL EXPONENTIAL DIFFERENCE EQUATION	D.S.Dilip	Advances in Mathematics: Scientific journal	2020	0	St. Johns College, Anchal	Nil
Global Stability, Periodicity and Boundedness Behavior of a Difference Equation	Tony Philip	Southeast Asian Bulletin of Mathematics	2020	0	St. Johns College, Anchal	Nil
Global Stability, Periodicity and Boundedness Behavior of a Difference Equation	D S Dilip	Southeast Asian Bulletin of Mathematics	2020	0	St. Johns College, Anchal	Nil
Re-Presenting Protestors as Thugs: The Politics of Labelling Dissenting Voices	Lalitha Joseph	Rupkatha Journal on Interdisciplinary Studies in Humanities	2020	0.5	St. Johns College, Anchal	Nil

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	1	Nil	17
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	NCC/ Govt. Health Department	1	108
Jeeva - Blood Donation Camp	NSS/ Govt. Health Department	2	178
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS	Cleaning drive and awareness	2	108
Ek Bharath Shresth Bharath	NSS	Unity Rally	2	108
For our children	NSS	Awareness campaign on child abuse	2	108
Palliative Care	NSS	Extension Programme	2	35
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	NIL
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSOFT SV4.1.	Partially	2014	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	64124	3522772	143	36760	64267
e-Books	32	5930	Nil	Nil	32	5930
Journals	43	74362	Nil	Nil	43	74362
Digital Database	1	5000	Nil	Nil	1	5000
CD & Video	207	3700	Nil	Nil	207	3700
Others(s pecify)	11	2940	Nil	Nil	11	2940
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	27	1	1	0	1	4	11	40	0
Added	0	0	0	0	0	0	0	0	0
Total	27	1	1	0	1	4	11	40	0

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

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	10.02	10.02

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

• The College Council is entrusted with the responsibility of making decisions regarding annual maintenance and repair. • As per the recommendations of the College Council the Principal floats open tenders for the interested bidders regarding new purchases and also annual maintenance. • The contractors supplying electronic and electrical amenities are asked to sign an agreement as a testimony obliging for mandatory annual maintenance. • Default in contract agreement results in cancellation of the agreement. The college has also appointed a permanent qualified electrician. • The maintenance of the instruments and the available equipment is done regularly. • The college has appointed management staff to look after the cleanliness and hygiene of the college surroundings. • Guidelines for proper usage of the college facilities have been laid down concretely in the college website. All students are given directions as to the use of the facilities at their disposal. • There are no restrictions upon students in making full use of the facilities so as to attain the best levels of excellence that can be achieved by them. Library • The library runs on a digitalised partially automised system where all books are bar coded and library cards have been provided. • Students are issued books only on production of their library cards in which the books issued are properly recorded. Students have access to library on all days except public holidays. • Students can use facilities for reference and reading provided in the library. Laboratories • Departmental laboratories and the equipment in them are under the responsibility of the HoDs. Students can use these facilities only under the supervision of the teachers concerned. • Students of Botany, Chemistry and Zoology make use of the research labs with the permission of the HoD. • The centralised research lab can be availed by the students after the permission of the Principal is obtained. Seminar Hall • Teachers are to inform the Principal if they need the seminar hall in advance and record the same in the format available with the Principal. • The faculty in charge of the class will be responsible for ensuring that the seminar hall and the equipment in it are not damaged. Sports facility • All facilities for sports and games including the multigymnasium, ground, hand ball court, basketball court, indoor badminton court and equipment as well as other items are under the custody of the Director of Physical Education. • Athletes and members of team events use these facilities regularly under the supervision of the college coach for training and practices. Students interested in engaging in recreational activities approach the Director of Physical Education and use the ground and items that are provided to them. Computer Laboratory • There is a computer laboratory which can be used for practical computer sessions after informing the Principal in advance and enquiring on its availability.

<https://stjohns.ac.in/shared-files/6685/guidelines.pdf.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	PTA Financial Assistance	63	64000
Financial Support from Other Sources			
a) National	Scholarship Schemes	219	1981500

b)International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Walk with a Scholar	10/06/2019	90	New Initiatives in Higher Education, Government of Kerala
Spoken Tutorial Project	12/08/2021	250	MHRD
Personal Counselling Programme	12/06/2019	5	St Joseph's Hospital, Anchal
Scholar Support Programme	15/06/2019	90	New Initiatives in Higher Education, Government of Kerala
Oratory Club	18/07/2019	550	Department of English, St John's College, Anchal
Bridge Course for First Year Students	05/09/2019	391	DLMC, St John's College, Anchal
Yoga	30/09/2019	75	Yoga Club, St John's College, Anchal
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Civil Service Coaching	140	130	Nil	Nil
2019	PSC Coaching	120	130	3	3
2019	PG Entrance Orientation	280	Nil	109	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Apollo group of Educational Institutions , Ahmedabad	200	5	NIL	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	8	BSc	Botany	SN College, Kollam NSS college, Pandalam University College, Thiruvananthapuram Iqbal College, Peringamala St. Thomas College, Kozhenchery St. Johns College, Anchal	MSc. Botany, MSc Biotechnology, MSc Environmental Science, MA Public Administration
2020	10	BSc	Chemistry	St John's College, Anchal S.N. College, Punalur TKM College of Arts and Science, Kollam SDE, University of Kerala.	MSc Chemistry, MA
2020	11	BSc	Mathematics	University College, Thiruvananthapuram St	MSc Mathematics

				John's College, Anchal St Gregorios College, Kottarakara Govt. College for Women, Thiruvananthapuram S N College, Punalur Govt. College, Kariavattom	
2020	5	BSc	Physics	University of Kerala, Karyavattom Campus University College, Trivandrum Central University of Kerala, Kasargod Govt. College for Women, Thiruvananthapuram	MSc Physics, MA Public Admn Policy Studies MA English
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	7
No file uploaded.	

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

Activity	Level	Number of Participants
Meleri 2019-Annual Arts Meet	College	786
Annual Athletic Meet 2019-2020	College	292
Johnsian Sports Fest 2019-2020	College	248
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	NIL
No file uploaded.						

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

• The college possesses a Students Union which is elected purely following the democratic means. • The election procedure strictly follows the Lyngdoh Commission report. • To guide the College Union a Staff Advisor has been appointed by the Principal. • The composition of the college union is as follows, Chairman, Vice-chairman, General Secretary, Arts Club Secretary, Magazine Editor, University Union Councillors (2 posts), Lady Representatives (2 posts) and Class Representatives • The College union is entrusted with the responsibility of conducting and organizing various events/ initiatives. • The fund for the college union activities is allocated by the University and the deficit is managed by the college. • Apart from the college union, all the departments also elect an association secretary who is responsible for leading the events organized by the Department. • Students Council is entrusted with the organisation of Co Curricular and Extra Curricular activities. Students are divided into four houses for the smooth conduct of Annual Sports, Athletics and Cultural competitions. All events in the campus are organised by students under the guidance of faculty members. This ensures the capacity building, team spirit and leadership qualities of students. • An annual college Magazine is published which is a memoir of the students' life in campus and this task is also done by the college union. • The following academic and administrative bodies have student representatives in them. They are: Grievance Redressal Cell, Women's Grievance Redressal Cell, Anti-Ragging Cell, Anti-Ragging Squad, IQAC, College Union, College Magazine, Organizing committees of various socio-cultural, co-curricular and extra-curricular programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

• The college has a registered alumni association- Anchal St. John's College Students Association (ASCOSA). • The association has two chapters-the UAE chapter and the Trivandrum chapter. • The UAE chapter provides financial assistance to the meritorious students with brilliant academic performance. • It is an encouragement for the students to perform their best in both the internal and University examinations. • The feedbacks received from the alumni are received with dignity and due consideration is accorded during the implementation. • Also, all the departments also have individual Department Alumni Association. • The service of the former teachers is available to the college on request. • Several of our accomplished alumni come to the college and share their ideas and success with the students giving a lot of inspiration and this is a source of immense encouragement.

5.4.2 – No. of enrolled Alumni:

6547

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

There was a general meeting and 4 meetings were organised at the departmental level.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Setting up Centralised Research Facility Department of Science and Technology (DST), Ministry of Science and Technology, Government of India has selected the college for FIST funding. The fund allocation for each department was informed and purchase of equipment was done after obtaining requirements from the departments. The infrastructural requirements were then put in place after the faculty of these departments submitted their proposals. Based on the suggestions of the faculty the management sanctioned setting up a centralised research facility, the maintenance would be under a committee consisting of faculty. The centralised research facility was set up utilising the expertise of the faculty, designing and planning including basic requirements was done by faculty who were included in the funding. 2. ICT based teaching learning. All departments are equipped with ICT facilities, LCD with the related paraphernalia provided by the management to all departments is used entirely under their control. Classrooms have been upgraded for the purpose based on inputs by the faculty of the concerned departments. The management funds the necessary changes to be inculcated in this regard, maintenance of the equipments, storage and use is done independently, faculty can decide on using the facilities creatively for interactive teaching learning.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The FIST funding has pumped in more resources which has furthered the development of research infrastructure in addition to teaching learning infrastructure completing the empirical approach to science learning. There is a structured feedback mechanism which is used to collect inputs from students, parents, teachers and alumni. Periodic feedback collection is used in designing policies and mechanisms of effective curriculum delivery.
Teaching and Learning	Periodic evaluation of Course Outcomes (COs) is done through a process of Continuous Evaluation (CE) during every semester. The University performs End Semester Evaluation (ESE) at the end of each semester and all these add up to a comprehensive evaluation of Programme Specific Outcomes (PSOs). Our results are consistently above the University average and the ranks achieved by the

students consistently in all academic years are an indicator of the effectiveness of the process in place. Feedback is obtained from students, teachers and alumni using structured format and this is analysed to improve the teaching learning experience.

Examination and Evaluation

The college has separate committee for both internal and external examinations. Internal examinations are carried out as per the academic calendar and convenient scheduled dates announced by the college. At present there are two kinds of evaluation process. Provisions for seminars, paper presentations and demonstrations are provided based upon the various disciplines of study. The continuous assessment mark is published at the end of every semester and is duly authorized by obtaining signatures from the students, faculty advisor, HoD and the Principal.

Research and Development

The procurement of FIST funding from DST, DBT funding, funding for research projects by UGC, KSHCE and KSCSTE have boosted facilities in the college for scientific research. Students are regularly sent to institutions and industries for internships, hands on training and short term courses. UG students can learn and practice techniques as well as methods which are relevant to the current requirements of research and laboratory working.

Library, ICT and Physical Infrastructure / Instrumentation

The library runs on a digitalised partially automised system where all books are bar coded and library cards have been provided. All departments have one classroom provided with ICT facilities. The facility is used by the faculty based on requirement and portable cases are used for safe keep of the equipment including projector, CPU, UPS, keyboard, mouse and speakers. All facilities for sports and games including the multigymnasium, ground, hand ball court, basketball court, indoor badminton court and equipment as well as other items are under the custody of the Director of Physical Education.

Human Resource Management

The management provides valuable guidance and directions in all facets of the functioning of the college. Teachers are represented in the

	management council providing opportunities for putting forward institution specific issues and suggestions. There is a college council which is the highest decision-making body of the college presided over by the Principal. All decisions of the council have to be ratified by the Principal. Participation from all stakeholders is ensured through the IQAC which is representative of all stakeholders and administrative authorities
Industry Interaction / Collaboration	Students got an opportunity to take part in the campus recruitment drive by Apollo International Group of Schools.
Admission of Students	Admission was completed in accordance with the University statute and rules of the government.

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

E-governance area	Details
Administration	? Administration All administrative functions are on online platforms, with wifi connectivity enabling sharing of files and storage of information.
Student Admission and Support	Admission related process is through single window system of the University of Kerala. All processes are followed as per directed student enrolment is done in the University portal. Attendance marking of students is done using special management software.

6.3 – Faculty Empowerment Strategies

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientat	NIL			56	Nil

	ion Programme		22/06/2019	22/06/2019	
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	18/02/2020	02/03/2020	14
Refresher Course	1	11/01/2020	24/01/2020	14
Orientation Programme	1	13/06/2019	03/07/2019	21
Refresher Course	1	17/09/2019	30/09/2019	14
Refresher Course	1	08/11/2019	21/11/2019	14
Refresher Course	3	07/12/2019	20/12/2019	14
Orientation Programme	1	13/11/2019	19/11/2019	7
Short Term Course	1	28/08/2019	04/09/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
47	47	23	23

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Welfare Fund	Staff Welfare Fund	Housing Project

6.4 – Financial Management and Resource Mobilization

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

- The college conducts internal and external audit to maintain transparency in financial matters.
- The faculty members and Chartered Accountants designated by the Principal conduct internal audit and auditors from Deputy Director of Collegiate Education, Kollam and from Accountants General's office, Trivandrum conduct external audit.
- Last audit date from Deputy Director of Collegiate Education, Kollam 18/11/'19
- Last audit date from Accountants General's office, Trivandrum is 18/09/'15.
- The errors and omissions usually occurred in the books of accounts and registers are detected when the books and account registers are presented for verification by Head Accountant, then Superintendent and finally by the Principal.
- The departmental audit by the Dy. Director of Collegiate Education had completed their audit up to 2018-'19 and the audit by the Accountants General up to 2014- '15
- All the objections

are cleared and the clearance certificate is issued from the department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Malankara Syrian Catholic Management	50000	Maintenance
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6.4.3 – Total corpus fund generated

2256891

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	College Council
Administrative	Yes	Deputy Director of Collegiate Education, Kollam	No	NIL

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

The College has a well-functioning Parent-Teacher Association. It helps substantially for the improvement of the academic activities of the students. The PTA executive is elected each year to carry out the various activities that come under their portfolio. Every semester, a Parents Teacher meeting is arranged to discuss the performance of their wards in internal and external assessments. The association provides financial assistance to improve the infrastructure within the college. Award ceremonies are held every year to felicitate students who excel in academics, arts and sports.

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

An awareness programme was conducted on Accounts and Audit. Training in Software to operate Management Information System and e-governance system. Recreation trip was organised to energize the staff of the college.

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

1. Upgradation of campus infrastructure. 2. Construction of new building. 3. Establishing facility or power back up connecting all systems in the campus. 4. Purchasing Learning Management System.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Empowering faculty to provide support to students regarding career options and advancement to higher education.	12/06/2019	12/06/2019	31/01/2020	1100
2019	Comprehensive study on infrastructural requirement and nature of infrastructure development to be augmented.	12/06/2019	12/06/2019	31/01/2020	47
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women safety awareness programme	09/03/2020	09/03/2020	75	45

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Solid Waste Management The waste generated on working days from the college consists of degradable organic waste and inorganic items. There are staff entrusted with proper collection and disposal of such waste, students are given proper direction so as to deposit the waste in bins provided for the purpose which can then be disposed in areas demarcated for the same. The large area of the campus is used to dispose the degradable items so that there is no difficulty to students in the campus. Incineration is used to get rid of waste which are not generated from food or organic items. The presence of a sanitary napkin vending cum incinerating machine provides for scientific disposal.</p> <p>Liquid Waste Management Proper leach pits are placed at strategic locations not affecting water bodies or soil quality. The liquid waste from leach pits are not allowed to mingle with any human facility, testing of water quality can be done in the certified water quality testing laboratory under the Department of Environmental Science. Chemical liquid waste from laboratories are allowed to flow into separate leach pits and it is ensured that large quantities of such</p>

waste are not allowed to be deposited. E-waste Management E-waste is not allowed to accumulate in the campus and condemned items are auctioned off to recycling units, replaceable items are always treated in that manner with the college making sure that there is no cluttering due to e-waste ensuring best possible utilization of space and equipment. The college always ensures regular servicing so as to reduce e-waste to a minimum as far as possible. The college does not have to deal with biomedical or radioactive waste.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Scribes for examination	Yes	7

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	NIL	NIL	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Handbook 2019 - 20	10/07/2019	The college expects exemplary conduct from all who are associated to it and there is a general adherence to this on the part of all concerned. The institution lays down to all students and employees the constitutional obligations expected of them when part of the college, students are trained towards this goal by emphasizing the same through academic forums, both curricular and co-curricular. All national important days are celebrated with the solemnity and reverence they deserve. The NSS and NCC are the two organisations that spearhead all these activities.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2019	15/08/2019	1024
Republic Day	26/01/2020	26/01/2020	1106
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Planting trees and useful plants. 2. Rainwater harvesting. 3. Use of LED bulbs. 4. Conducting green audit. 5. Presence of PCB approved water quality testing laboratory

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. Title of the Practice Research Oriented Academic Culture Enhancement for Higher Excellence. II. Objectives of the Practice 1. To create a culture of research in the institution. 2. To make research an integral part of academics. 3. To encourage students towards developing a scientific attitude and developing enthusiasm for research. 4. Create facilities and infrastructure to facilitate regular research in various disciplines. 5. Develop the institution into a centre of research excellence. 6. Contribute to innovation and societal growth in a meaningful manner strengthening the nation. 7. Providing exposure in sophisticated research practices to the region as a whole. III. The Context There was a lack of a proper research culture in the college, which was pointed out by the NAAC peer team during the last reaccreditation process. The teaching learning process focussed on instructional and existing knowledge distribution for students. This approach lacked in creating a research oriented academic environment. The facilities for research in the college did not compare with international standards. There was a lack of exposure to students and this was a barrier in developing expertise based on latest technologies. Faculty had limited resources to work and utilise their expertise as well as to transfer their abilities to their students. This scenario was pointed out by the NAAC peer team during the last reaccreditation process and the college authorities realised that there was no other option but to go for a complete overhaul of the research facilities. IV. The Practice The Principal and college council identified faculty to apply for funding from various agencies, plans were formulated and discussions were held at different levels to create most effective strategies. Relentless efforts and applications bore fruit with funds being sanctioned by different agencies like Department of Biotechnology (DBT), Department of Science and Technology (DST), UGC-CSIR, KSHCE and KSTEC under different schemes. The utilisation of all these funds was based on the idea envisioned with regard to developing an uncompromising research culture among the faculty and students. All committees connected with organising fund allocation and utilisation like the planning committee and purchase committee chalked concrete plans for meaningful utilisation of the funds, taking into consideration inputs from faculty through respective Heads of the Departments. The proposals and infrastructural requirements were presented to the management and the appropriate sanction was obtained by the Principal. The upgradation of infrastructure was then done based on the following infrastructural development plan, 1. creating separate research laboratories for each department and 2. setting up a common centralised research facility. Rooms for the purpose were identified by the departments of Botany, Chemistry and Zoology. They were then upgraded providing facilities for proper placement and use of equipment, storage of chemicals, creation of work space and furnishing. A detailed plan was prepared for the Centralised Research Facility by the Planning Committee and the proper room for the same was identified. Professional groups were utilised in order to obtain world class standards and eventually a state of the

art research laboratory was established with all facilities for contemporary requirements in molecular research. The Centralised Research Facility was equipped with high end equipment procured under FIST funding and the requirements for the proper installation and upkeep of the equipment. Servicing of the equipment, sufficient warranty and quality assurance were done at the time of formulating tender conditions and making the necessary formal agreements. The research laboratories are functioning with both faculty and students of the concerned departments having all the facilities they need for doing projects and learning through practical laboratory study. Both faculty and students make use of the centralised research facility and this has changed the nature of learning in the institution. The centralised research facility is complete with work areas where researchers can occupy spots and engage in meaningful practice. V. Evidence of Success Since the all these laboratories have been functional there has been a perceptible change in student and teacher approach. All the available facilities are used to their utmost giving the users complete freedom to pursue studies which are most useful to them keeping up with requirements of the latest trends. The facilities enabled more meaningful projects to be made by students. A project on the Kallada river headed by the Department of Chemistry, the various publications from the Department of Botany and the projects from the Department of Zoology all indicate the success of this practice. This initiative has led the college to obtain sanction for its first research centre by the Department of Chemistry.

There are research guides in different departments and there has been an impetus to research in humanities and languages as well. Faculty of various disciplines in humanity are involved in publishing, making presentations even in international conferences and passing on the research oriented thought process to their students. There is a continuous effort to upgrade and obtain funding from all possible sources. Projects taken up are based on long term outcome with problems selected with a larger result in mind. VI. Problems Encountered and Resources Required The two major hurdles faced was limited space with infrastructural facilities already stretched to the maximum, the second one was inadequate funding. The non-availability of funds for infrastructure building and rising cost of building related expenses created a formidable challenge. This had to be overcome with the management providing resources and taking up the burden of creating additional rooms so as to accommodate existing requirements like seminar halls, examination halls and bathrooms. The college was able to procure funding but all the funds have no provision for upgrading infrastructural facilities. This made the college to explore possibilities of securing funds from other sources, again it was the management which took up the burden of funding these requirements. Since the equipment for the centralised research laboratory were exported high end items the upgradation needed to be of sophistication in par with that needed. I.

Title of the Practice Noon Meal Programme. II. Objectives of the Practice The noon meal programme instituted by the college intends to cater to the needs of the students who find it difficult to feed themselves owing to various social and economic reasons. It is the responsibility of the college to ensure that the students are not let to sit in the classroom without food. III. The Context It was noticed that certain students skip their afternoon meals. On enquiry, it became evident that there are students, usually from the backward community, who were not in a position to have meals during afternoon. The college took serious note of the issue and formulated a way in the form of 'noon meal programme', by which students of the college who wish to volunteer themselves to bring an additional packet of food, were encouraged to do so during Fridays.

The students who were interested to join programme were enlisted and the teacher in charge was appointed to supervise the proceedings. IV. The Practice The students of the college were intimated by a notice and announcements regarding the 'Noon meal programme' by the college authority. It was great to see that numerous students stepped forward and volunteered to be a part of the

programme. The programme was meant to bring an additional packet of food during Fridays, which will in turn be kept in a suitable place and the students who are in need of the packet can collect them accordingly. For the sake of secrecy and to make sure that the programme doesn't hurt the ego of the poor students the whole exercise was carried out strictly in accordance with the norms issued by the Principal of college. Students who need the food packet were given the opportunity to take them at their will and their identities were kept secret so as to keep them immune from egoistic attitudes. Moreover, a record of the students who contributed food packets is also maintained and their efforts were applauded during various meetings. The practice had a positive impact and the inhibition from the part of students at the beginning slowly melted away and more and more students actively participated in the programme. V. Evidence of Success The 'noon meal programme' of the college had a profound influence upon the attitude and cultural and social behaviour of the students. The main objective of the programme was to provide food for the poor students who find it difficult to satisfy themselves owing to various reasons. It was a great achievement from the part of the college as it could harness the support from the students and cooperation from the staff simultaneously. This philanthropic process had enabled the college to fulfil at least one of the minimal requirements of the students. Students enthusiastically participate in the programme and have shown great consideration in looking after the affairs of their peer group. The inhibition during the beginning of the programme later was nullified by the positive attitude of the students. Increasing the number of student participants candidly states the grand success of the 'Noon meal programme'.

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

<https://stjohns.ac.in/shared-files/6682/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

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

St. John's College, Anchal since its inception has always tried to be true to the great ideals envisioned for this institution and the larger society of which it is a part. The objective put forward for all generations of eminent academicians apart from knowledge imparting and empowerment has been of the larger ideal of inculcating universal values in its students. The college places as much important it gives to academics as to this aspect. All activities of this institution focus on this larger noble ideal. The institution takes a lot effort from its part from the joining of a pupil to this college. An induction programme is held which is used to impart a preliminary understanding of conduct and civility. The connection between success and adherence to higher ideals is an aspect which is emphasized and conveyed to all. Once a part of the college each student is sensitized in the area mentioned and all behaviour contrary to the expected is dealt with in a manner considering the fact that students have to realise that the objective put forward is not a necessity of the institution but that of every individual human being. A mix of tender support and strong legal recourse is resorted to with the aim of not seeking reparations but to bring about concrete realization. Although this is a college where students who have attained adult hood study there are annual class PTAs where teachers individually meet each parent and discuss the academic progress of their wards. These opportunities are used by the teachers to interact with parents discussing ways and means of inculcating universal values. Suggestions and information from parents are an important source of approaching students with a better equipped mind set. This pursuit can be seen from the low instances of violence in the campus. Although

campus politics has been a source of disruptive tendencies in several campuses across Kerala and the nation in general with many campuses seeking legal recourse to ban campus politics, this campus can proudly proclaim that even though campus politics is present it seldom leads to grave situations and there are no disruption of classes due to problems from within the campus. The community around this college had a history of impoverishment but several of its alumni managed to be successful and attain the highest form of success in life. All of them attest to the approach of the Principals, management and faculty through the years who have through their unique approach shown that the true path to success was by aspiring for a holistic development including character and intelligence with the two complementing each other. Even during these five years this fact can be seen to be repeated time and again with students attaining excellence in fields as esteemed as the civil service. This approach is responsible for ensuring a comprehensive strategy towards discipline, harmony, peaceful environment and all together mental wellbeing.

Provide the weblink of the institution

<https://stjohns.ac.in/shared-files/6705/Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Completion of the centralised research laboratory. 2. Completion of documentation related to reaccreditation. 3. Conduct socially relevant awareness programmes by students through the NSS. 4. Construction of new building and seminar hall. 5. Upgrade IQAC office and adjoining facilities including a state-of-the-art conference room. 6. Explore the possibilities of producing more publications by encouraging the faculty. 7. Furnish all departments providing all modern facilities to the faculty. 8. Construction of wash rooms with all the latest facilities for students. 9. Purchase more computers and printers for computer laboratory. 10. Construction of wash rooms for PWD students.