



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		ST. ALBERT'S COLLEGE, ERNAKULAM
Name of the head of the Institution		DR. M.L JOSEPH
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+914842394225
Mobile no.		8330833334
Registered Email		mail@alberts.edu.in
Alternate Email		iqac@alberts.edu.in
Address		PB No 3043 Banerjee Road
City/Town		Ernakulam
State/UT		Kerala
Pincode		682018
2. Institutional Status		

Autonomous Status (Provide date of Conformant of Autonomous Status)	09-Mar-2016
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. NISHA THOMJI VARGHESE
Phone no/Alternate Phone no.	+918330833335
Mobile no.	9846057543
Registered Email	mail@alberts.edu.in
Alternate Email	iqac@alberts.edu.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.alberts.edu.in/wp-content/uploads/2021/12/AQAR-2018-19.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<https://www.alberts.edu.in/wp-content/uploads/2020/03/2019-FARE-CALENDER.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	81.00	2003	21-Mar-2003	30-Dec-2009
2	A	3.23	2009	31-Dec-2009	30-Dec-2014
3	A	3.24	2016	29-Mar-2016	31-Dec-2021

6. Date of Establishment of IQAC

01-Jun-2005

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

Academic Audit	17-Feb-2020 31	155
Albertian Star	06-Jan-2020 31	105
International Webinar: Transforming Lives through Social Entrepreneurship	11-Nov-2020 1	92
National Webinar on Leadership Paradigm	20-Aug-2020 1	111
National Seminar on National Education Policy (NEP 2020 for India)	11-Aug-2020 1	85
International Webinar on Cyber Ethics and Youth Relationships	13-Jul-2020 1	1154
Introduction of ELearning/LMS Platform	09-Jul-2020 1	2847
Webinar on Looking Ahead: Learning and Inspiring Through Uncertain Times	18-Jun-2020 1	892
Webinar on The New Normal in Education	23-May-2020 1	1481
Intellectual Property Rights Webinar Series	04-Dec-2020 1	75
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8. Provide the list of Special Status conferred 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
Institution	Autonomy	UGC	2016 2190	2000000
Individual	Early Career Research Award (EC Life Sciences)	SERB	2018 1095	2797162
Institution	Start Up Research Grant (Young Scientist) (EC Chemical Sciences)	SERB	2016 1095	2222000
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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 :	4
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)	
<p>Accordion, a fully equipped recording studio to produce a roster of visual learning media to aid students in the online learning process, was built. Teachers from every Department recorded and continue to record 20 to 30 minute long videos explaining selected topics from the syllabus, actively aided by PowerPoint presentations and other visual media. Established Learning Management System - https://elearning.alberts.edu.in/ that aids the computerization and digitization of academic administration and the conduct of all related activities.</p>	
<p>Feedback from various stakeholders was collected and collated for further deliberations and action, including feedback from Employers, Alumni, Staff and Students. The impact of all the efforts of the Institution on the various stakeholders was gauged. The suggestions received were carefully recorded and rectification measures were taken, wherever requirements were identified. Continuous improvement in the quality of academic practices in all spheres was ensured.</p>	
<p>10 new BVoc programmes, 2 M.Voc Programmes, 3 UG programmes, 2 PG Programmes, 1 Integrated PG Programme and 2 PG Diploma Programmes were introduced. In addition, the UGC approved 5 PhD Programmes in Management and Entrepreneurship, Commerce, Physics, English and Physical Education</p>	
<p>Deliberated on the formulation of Institutional Development Plan 2030 by conducting gap analysis. Reflected on Strategic Plan 2021 and the formulation of practical strategies to fulfil the quality education benchmarks and ensured the implementation of the same.</p>	
<p>Preparatory work for the 4th Cycle of Assessment and Accreditation of NAAC was undertaken. A series of meeting for the extended IQAC members and for all the academic staff members were conducted to sensitize the staff of the accreditation framework. Various committees were set up to take up the assigned responsibilities for the 4th Cycle of Assessment and Accreditation. The IQAC of the College provided the overall leadership for the preparatory works. Various webinars/workshops were continuously organized to fulfil orient the staff about the seven Criteria of NAAC as well as the AQARs. A new template was created in</p>	

accordance with the new NAAC format for data collection.

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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
Academic Calendar	Prepared and Implemented
Academic Retreat and Strategic Planning	Conducted
Annual Performance Based Appraisal	Compiled
Administrative and Academic Audit (External Agency)	Audited and Evaluated
Department Audit (Internal)	Audited
Syllabus Revision incorporating Outcome Based Education (OBE)	Syllabus reworked with emphasis on OBE for UG programmes
Syllabus Revision incorporating Gender Sensitivity, Environment and Sustainability, Employability Skill and Ethics	Syllabus reworked with emphasis on Gender Sensitivity, Environment and Sustainability, Employability Skill and Ethics for UG programmes
Introduction of E-governance and Smart Classrooms	Inauguration of smart class rooms and integration of e learning and egovernance was done by Hon. Justice(Retd) Sri. P. Sadashivam on 8th February 2019 • A new egovernance policy was implemented in the College. GSuite a brand of cloud computing, productivity and collaboration tools, software and products, developed by Google was installed.
Implementation of Online Feedback System	Implemented
Student Support Initiative	Active participation in peer learning, remedial coaching, innovative teaching, NET/Competitive exams coaching and mentoring

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Executive Meeting	18-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit	17-Nov-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	30-Jun-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>The College has an inhouse developed and maintained educational resource planning and information system EDUALBERT. EDUALBERT is installed and run from a dedicated server located within the College Campus with RAID and SAN technology. It consists of various modules ranging from admission of the students to the progression and result analysis of each student. The online library management system runs on KOHA (installed in a dedicated server of the institution) an open source platform commonly used by all the educational institutions worldwide. EDUALBERT and KOHA can be accessed both locally (through LAN and WIFI) and remotely by the staff and students alike. EDUALB has the following modules which cover the fullfledged functioning of the Institution providing sustainable resources to the management, faculty and the stake holders (students and parents). i) Admission The Online Admission System which was the first of its kind in the Government Aided Colleges of Kerala under MG University, consists of the online application, payment gateway, generation of hall ticket for entrance examination, calculation of index marks and generation of rank lists based on the various quotas in the admission procedure, verification of documents and concession, allocation of class number and register number. ii) SIS, AIS and FIS Complete Online Student, Alumni and Faculty Information System with student and faculty profiles as well as integrated web portals for Faculty is available. Student Progression with Higher Studies and Placement information are also online.</p>

iii) Timetable and Teaching Plan
 Creation of timetable for various courses and allocation of the staff. Well cut out teaching plans with econtent linked to the teaching plan are made available to the students. v) Attendance Attendance with specific topic covered as per the teaching plan and linked econtent. Generation of attendance reports per period/weekly/monthly/ semester wise. vi) E Notification Notices are sent to students/faculty through SMS vii) EContent Sharing, managing, and viewing of econtent (PDF/PPT/video/audio) by students based on the portions covered as per the syllabus. viii) Fee Collection Online Payment gateway for tuition as well as exam fees for the ease and convenience of the students ix) Examination a. Internal Option for online examinations and automated generation of internal marks course wise as well as consolidated b. External Online Question bank repository that is evaluated both internally and externally. Auto designation of students to classrooms for examinations, auto allocation of invigilators and evaluators, auto generation of question papers, external evaluation portal x) Result Analysis Automated result generation for tabulation and grade cards and result analysis with pass percentage. xi) Feedback - College, Curriculum, Faculty Online feedback system for college, curriculum and faculty with automated result generation xii) Online Grievance redressal Online grievance redressal system with an average response time of 6 days xiii) Issuing of Transfer Certificate Issuance of transfer certificate for students xiv) Staff Management - Work Load and Leave Management Viewing management and substation for faculty on the basis of leave and work load report. xv) Store Management Creation of stock inventory with stock distribution, daily updates, transaction, report generation

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BSc	BOT01	BOTANY	04/05/2019
BA	ECO01	ECONOMICS	04/05/2019
BCom	COM02	COMPUTER APPLICATIONS	04/05/2019
BCom	COM05	TAXATION (SF)	04/05/2019
BCom	COM01	TAXATION	04/05/2019
BSc	CHE01	CHEMISTRY	04/05/2018
BSc	CHE02	INDUSTRIAL CHEMISTRY	04/05/2019
BSc	ZOO01	ZOOLOGY	04/05/2018
BSc	BCS01	COMPUTER SCIENCE	04/05/2019
MSW	MSW01	SOCIAL WORK	04/05/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	COMPUTER SCIENCE	03/06/2019	CSC1CRP0119	03/06/2019
MSW	SOCIAL WORK	03/06/2019	PSW2CRT0319	03/06/2019
BVoc	RENEWABLE ENERGY	03/06/2019	REG1CRP0219	03/06/2019
MSc	SPACE SCIENCE	23/02/2019	PSP1CRT0519	23/02/2019
BVoc	TRAVEL AND TOURISM	03/06/2019	TRT3CRT0119	03/06/2019
BVoc	FITNESS MANAGEMENT AND PERSONAL TRAINING	03/06/2019	ENG1CCT0319	03/06/2019
BVoc	RETAIL MANAGEMENT	03/06/2019	RMG3CMT0120	03/06/2019
BVoc	LOGISTICS MANAGEMENT	03/06/2019	ENG1CCT0119	03/06/2019
BA	ECONOMICS	03/06/2019	PEC1CRT0119	03/06/2019
BBA	MANAGEMENT	06/06/2019	BBA2CRT0719	06/06/2019
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Fitness Management and Personal Training	03/06/2019
BVoc	Retail Management	03/06/2019

BVoc	Travel and Tourism	03/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	CHEMISTRY	06/06/2019
BSc	INDUSTRIAL CHEMISTRY	06/06/2019
BSc	ZOOLOGY	06/06/2019
BSc	AQUACULTURE	06/06/2019
BSc	INDUSTRIAL FISHERIES	06/06/2019
BSc	COMPUTER SCIENCE	06/06/2019
BA	ENGLISH	06/06/2019
BA	ECONOMICS	06/06/2019
BCom	TAXATION (AIDED)	06/06/2019
BCom	COMPUTER APPLICATIONS (SELF FINANCING)	06/06/2019
BSc	BOTANY	06/06/2019
BSc	MATHEMATICS	06/06/2019
BSc	PHYSICS	06/06/2019

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
Albertian English Language Programme (AELP)	01/07/2019	643
Albertian Happiness Programme (AHP)	30/12/2019	645
Mpower	24/07/2019	52
Aptitude Training	15/07/2019	52
Foundation Course on Human Rights	06/01/2020	40
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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	Aquaculture	29
BSc	Industrial Fisheries	33
MSc	Aquaculture	34
BSc	Zoology	16
BSc	Mathematics	58
MBA	Business Administration	52

BBA	Business Administration	27
BSc	Computer Science	29
BCom	Taxation	48
BCom	Computer Application	47
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Nil

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

Feedback Obtained
<p>The Institution makes sure that the curriculum and facilities offered are in keeping with the demands of the time. A systematic procedure is followed to maintain the standard that is the hallmark of the College. To monitor the quality of delivery and the standards of the Institution, structured feedback is collected from all the stakeholders –Students, Parents, Teachers, Employers and Alumni – at regular intervals. The Institute is constantly in dialogue with all its stakeholders and seeks advice and input from industry leaders to provide value in the many areas of engagement. Keeping in mind the latest developments in the subjects, industry requirements and societal needs, the IQAC has devised structured questionnaires where formal feedback on various parameters are obtained from multiple stakeholders. The students submit the online feedback forms from their respective student account, which is accessed by entering their admission number, course of study and year of study. The feedback of the students is ranked on a five-point scale rating. It helps the Institution to evaluate the implementation of the curriculum and the effectiveness of the curriculum. Online feedback on the students’ educational experience, quality of teaching faculty, course availability, aims and objectives of the syllabi, prospects for higher education/employability, and services/facilities at the College, Library facilities, and examination procedures are collected. Feedback from teachers is educed on the efficiency of BoS, redesigning of curriculum and syllabus revision, the focus of employability skill in existing syllabi, adequacy of ICT facilities and its effectiveness, and advantages in having representation from industry in improving and updating the syllabi. All the teachers participate in the feedback exercise, and their suggestions help strengthen the services offered by the College. Departments send the online feedback forms to their alumni, and feedback is collected from them every year. The questions focus on having Alumni Associations in the College, participation of Alumni in curriculum redesign, and relevance of the course to job requirements. During formal PTA meetings conducted by the Departments, feedback is collected from the Parents. Employers’ feedback is collected online. Employers’ feedback is a gauge that testifies the success of the courses offered by the College and is a testimony to the methods, meeting the current employment needs of the society. The thrust area of the feedback is on measuring the competency of students of the Institution employed at various organizations and the relevance of the curriculum in meeting the market needs. Data gathered in the process is</p>

documented and shared with the respective committees/Departments of the Institution. The different areas where improvements are required are discussed in individual committees/Departments, and the proposals/suggestions given are discussed in the Executive Council of the College so that necessary action can be taken. The constructive suggestions are utilized for the effectiveness of the teaching-learning process, curriculum development, and for improving the academic standards of the College. Strengths of the College are also taken into consideration for further upgradation. The feedback, as well as the Action Taken Report, is uploaded on the website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics	48	2733	47
BSc	Mathematics	32	1940	32
BSc	Industrial Chemistry	24	1655	25
BSc	Chemistry	48	2953	46
BBA	Business Administration	30	1905	31
BCom	Computer Application	40	2383	41
BCom	Finance and taxation (SF)	40	2106	40
BCom	Finance and taxation	50	4629	50
BA	English	24	4281	24
BA	Economics	60	3277	60

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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	2136	511	63	17	76

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
161	161	30	34	15	44

[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)

St Alberts College (Autonomous) has an integrated mentoring system where the faculty members link between the students and the Institution. It addresses the needs of the students to have a friend, a counsellor and a confidante on the campus. The practice aims to foster a better rapport between the students and the teachers at a personal level. Twenty students are assigned to a faculty member who acts as their mentor for the entire Programme duration. The mentor collects personal information from the mentee without touching sensitive issues or forcing any information and then provides the needed counsel to the mentee. The mentor regularly interacts with the students and monitors their academic performance and attendance. Students are given guidance for career, personal, besides educational issues. In some instances, facilities are made available to students to deal with psychosocial problems. Critical problems are brought to the notice of the Head of the Department. The mentor keeps track of the mentees, their improvements and counsels them accordingly. Students who face difficulties in grasping certain topics are encouraged to attend remedial classes. The mentors make sure that their mentees are supported in all possible ways to enrich their academic performance. The mentors identify the strengths and weaknesses of the student mentees and their hobbies and fields of their interest and motivate them to improve themselves in all areas. They also spot academic and psychological needs and guide them accordingly. The mentor teacher and the Head of the Department maintain a documented record of the mentoring process for reference purposes. The Mentoring system enhances the students confidence and challenges them to set advanced goals, accept challenges and ultimately guides them to bring out their best. Individual recognition and encouragement are given to the students by the mentors. Mentors provide routine advice on balancing academic and co-curricular responsibilities, act as role models, and facilitate leadership by developing interpersonal skills and helping students thrive in competitive environments. Students get access to a support system during the crucial stages of their academic, professional and intellectual development. They also get an insiders perspective on navigating their career in the right channel, exposure to diverse academic and professional attitudes, and experiences in various fields. The mentors lay the foundation for the students to reach greater heights in their professional lives, thereby contributing to lasting personal and professional relationships. The Committee for Mentoring and Counselling of the Institution discusses mentoring related issues at least once a semester during its meetings and upgrades the system if necessary. In addition, seminars and workshops are conducted regularly for mentors to learn how to motivate, develop tasks and exercises, communicate, and understand their mentees better within any limitations mentees may face. Mentoring has proved to be highly successful as the students are well apprised of the Institution and its functioning systems, roles, responsibilities, privileges, facilities and opportunities. In addition, addressing the problematic issues of the personal domain of the students life has improved their academic pursuits, and there is better understanding and dynamics between the students and faculty.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2647	156	1:17

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
156	156	Nil	46	61

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
2019	Ms. Dhanya G S	Assistant Professor	Received patent for the invention titled Internet of Things (IOT) based

			Intelligent Water Quality Monitoring and Distribution Management System
2019	Mr. Shine Antony	Assistant Professor	Education Icon Award 2019 for Contribution to Student Development from "Education Icon Awards" by MHRD and Robotic School Delhi
2019	Dr. Jincy Joseph K	Assistant Professor	Swayam Online Course Certification for successfully completing the two credit course Introduction to Managerial Economics offered by Institute of Management Bangalore
2019	Dr. Sajeev Jose	Assistant Professor	'Special Icon Recognition Award' from "Education Icon Awards" by MHRD and Robotic School Delhi
2019	Dr. K Madhusudhanan	Assistant Professor	Best NSS Programme Officer by M G university Kottayam Kerala
2019	Dr. Vibin M	Assistant Professor	'Best Paper Award' in the 'International Conference on Advances in Chemical and Materials Science (ICCM - 2019) by Department of Chemistry, Mangalore University Karnataka.
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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
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				examination
BSc	BCS01	6	19/06/2020	08/07/2020
BSc	CHE01	6	19/06/2020	08/07/2020
BSc	BOT01	6	17/06/2020	08/07/2020
BSc	AQU01	6	18/06/2020	08/07/2020
BCom	COM05	6	18/06/2020	08/07/2020
BCom	COM01	6	18/06/2020	08/07/2020
BCom	COM02	6	18/06/2020	08/07/2020
BBA	BUS01	6	19/06/2020	08/07/2020
BA	ENG01	6	19/06/2020	08/07/2020
BA	ECO01	6	19/06/2020	08/07/2020

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Null	2647	0

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://www.alberts.edu.in/po-pso-co/>

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
CHE01	BSc	CHEMISTRY	55	52	95
BOT01	BSc	BOTANY	42	39	93
AQU02	BSc	INDUSTRIAL FISHERIES	34	26	76
AQU01	BSc	AQUACULTURE	29	29	100
COM02	BCom	COMPUTER APPLICATION	47	46	98
COM01	BCom	TAXATION (AIDED)	62	62	100
COM05	BCom	TAXATION (SELF FINANCING)	48	46	96
BUS01	BBA	BUSINESS ADMINISTRATION	27	26	97
ENG01	BA	ENGLISH	28	27	96

ECO01	BA	ECONOMICS	63	53	84
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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)

<http://117.239.75.245/alberts/administration/college/feedback/report/?colfeedback=20&ftype=colyear>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Ms. Rajeemol T R, Assistant Professor, Department of Social Work	Junior Research Fellowship	31/12/2019	UGC
International	Dr. Vibin M., Assistant Professor, Department of Fisheries and Aquaculture	Best Paper Award' in the 'International Conference on Advances in Chemical and Materials Science (ICCM - 2019)	17/10/2019	Mangalore University Karnataka
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3.2 – Resource Mobilization for Research

3.2.1 – 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
Minor Projects	2	KSCSTE	0.12	0.12
Major Projects	1095	SERB	27.97	7.7
Major Projects	1095	DST-SERB	22.2	0
Minor Projects	730	KSCSTE	1	0
Students Research Projects (Other than compulsory	180	KSCSTE	0.1	0

by the University)				
Students Research Projects (Other than compulsory by the University)	365	ASPIRE- Department of Collegiate Education, Govt.of Kerala	0.8	0.8
Students Research Projects (Other than compulsory by the University)	180	NIIST, Trivandrum	0.75	0.75
Students Research Projects (Other than compulsory by the University)	180	IISC, Bangalore	0.25	0.25
Interdisciplinary Projects	60	Hindustan Insecticides Limited, Eloor	0.45	0.45
Interdisciplinary Projects	60	India Sea Foods, Kannamaly	0.1	0.1

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

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3.3 – Innovation Ecosystem

3.3.1 – 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
Workshop on "Responsible Aqua Tourism"	Research Department of Fisheries and Aquaculture	15/11/2019
Workshop cum Training on Basic Hygiene and Application of HACCP based food safety Management system (Level-3).	Research Department of Fisheries and Aquaculture	19/11/2019
AKS 2020 - National Seminar on "Advances in Molecular Technology for Enhancing Fish Production" .	Research Department of Fisheries and Aquaculture	20/01/2020
AKS 2020 - National Seminar on "Relevance of Fish Nutrients in	Research Department of Fisheries and Aquaculture	21/01/2020

Sportsmen Nourishment".		
NSD 2020 - National Seminar on ``Recent Trends in Biomedical Technology Essay Writing Competition on the focal Theme "Women in Science".	Research Department of Fisheries and Aquaculture	25/02/2020
Workshop on "Responsible Aquatourism"	Departments of Aquaculture in association with Department of Travel and Tourism	15/11/2019
Talk on "Tourism and Jobs: A Better future for all"	Department of Travel and Tourism	27/09/2019
AKS- Medical and Wellness Tourism	Department of Travel and Tourism	29/01/2019
India 2030 Future of IT	Department of Computer Science	27/01/2020
National Seminar on Tally with GST	Department of Commerce and Research Centre	03/07/2019
Workshop on Research Methodology	Department of Commerce and Research Centre	09/07/2019
AKS 2020, "HRM 2020 - Integrating Research on Employee Voice"	Department of Commerce and Research Centre	07/01/2020
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3.3.2 – 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
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Department of Botany	1
Department of Commerce and Research Centre	3
Department of Chemistry	2
BBA	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Political Science	1	5.87
International	Computer Science	1	5.75
International	Research Department of Fisheries and Aquaculture	4	0.96
International	Mathematics	2	3
International	Department of Commerce and Research Centre	3	6
International	BBA	2	5.5
International	AIM	2	0.13
National	English	2	0
National	Political Science	1	0
National	Mathematics	7	0

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

Department	Number of Publication
English SF	3
English	1
Chemistry	3
Computer Science	7
Research Department of Fisheries and Aquaculture	1
Botany	8

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
IOT Based Intelligent Water Quality Monitoring and Distribution Management System	Filed	202041003470	07/02/2020

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3.4.5 – 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
"Dissolving	Dr Gayathri	International	2019	0	St. Albert's	Nil

Boundaries of Gender and Sexuality: Unfolding Gender Cosmopolitanism in Mahesh Dattani's Seven Steps Around The Fire and On A Muggy Night In Mumbai."	PJ	Journal of English Language, Literature in Humanities (IJELLH)			College (Autonomous)	
A Study On How Appraisers Skill And Capabilities Affect The Job Satisfaction of Private Bank Employees	Ajitha H	Journal of Emerging Technologies and Innovative Research	2020	0	St. Albert's College (Autonomous)	Nil
Skill for Employability among MBA Students. The Gap between Skill and Employability- A study Conducted among MBA Students and Employers	S.K. Manju Das and Dr.R. Velmurugan	Journal of Advanced Research in Dynamical Control Systems	2019	17	Institute of Advanced Scientific Research	Nil
Building Self-efficacy through Integrated Learning in MBA Education: A Review	S.K. Manju Das and Dr.R. Velmurugan	Journal of International Pharmaceutical Research	2019	27	Global Research Online	Nil
Amplifying the Simpli	Devika V.	Albertian Journal of	2019	0	St. Albert's College (A	Nil

<p>fied: Noise as a Character in the Films of Lijo Jose Pellissery</p>		<p>Multidisciplinary Studies Vol.1. Issue:1 IS BN:978-93- 5351-066-4</p>			<p>autonomous) , Ernakulam</p>	
<p>Sentiment Analysis of Customer feedback using Bigdata mining : A Survey</p>	<p>Ms. Sangeetha J</p>	<p>IJRAR</p>	<p>2019</p>	<p>0</p>	<p>St. Albert's College (A autonomous)</p>	<p>Nil</p>
<p>DNA barcoding confirms species su bstitution of Parastr omateus niger (black pomfret) using exotic species Piaractus brachypomu s (Red Bellied Pacu)</p>	<p>Sameera Shamsudhee n, Ramacha ndran A, Deepak J and Harikr ishnan M</p>	<p>Internat ional Journal of Fisheries and Aquatic Studies</p>	<p>2019</p>	<p>1</p>	<p>School of Industrial Fisheries, Cochin University of Science and Techno logy, Kochi, Kerala, India Kerala University of Fisheries and Ocean Studies, Kochi, Kerala, India</p>	<p>Nil</p>
<p>Targeted species Su bstitution in giant freshwater prawn trade revealed by genotyping</p>	<p>Deepak Jose, Hari krishnan Mahadevan, JensonVict or Rozario, Padmaja Jayaprasad Pradeep, Saswata Maitra, Sameera Sh amsudheen</p>	<p>Aquacult ure Research</p>	<p>2019</p>	<p>3.2</p>	<p>1)School of Industrial Fisheries, Cochin University of Science and Techno logy, Kochi, Kerala, India 2)Aquatic animal bio technolog y research center, Faculty of Science</p>	<p>1</p>

					and Industrial Technology , Prince of Songkla University , Surat Thani, Thailand	
Accelerated Shelf Life Study of Fish Oil Stored in Medicinal Plant Extracts	Jithu Paul Jacob and Saleena Mathew	Medicinal Aromatic Plants	2019	1.57	St. Alberts College (Autonomous) Ernakulam, Kochi, Kerala, India School of Industrial Fisheries (CUSAT), Kerala, India	10
Changes of microflora in High pressure treated Indian white prawn (Fenneropenaeus indicus)	J. Ginson, Satyen Kumar Panda, C. K. Kamalanth J. Bindu	High Pressure Research	2019	6	St. Albert's College, Ernakulam and ICAR Central Institute of Fisheries Technology , Kochi	1

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3.4.6 – 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
Changes of microflora in high pressure treated Indian white prawn (Fenneropenaeus indicus)	J. Ginson, Satyen Kumar Panda, C. K. Kamalanth J. Bindu	High Pressure Research An International Journal	2019	6	1	St. Albert's college, Ernakulam, Kochi, India Quality Assurance Management Division, ICAR-Central Institute of

						Fisheries Technology, Matsyapuri, Kochi, India Fish Processing Division, ICAR-Central Institute of Fisheries Technology, Matsyapuri, Ko
Building Self-efficacy through Integrated Learning in MBA Education: A Review	S.K. Manju Das and Dr.R. Velmurugan	Journal of International Pharmaceutical Research	2019	27	Nil	Global Research Online
DNA barcoding confirms species substitution of <i>Paraströmatus niger</i> (black pomfret) using exotic species <i>Piaractus brachypomus</i> (Red Bellied Pacu)	Sameera Shamsudheen, Ramachandran A, Deepak J and Harikrishnan M	International Journal of Fisheries and Aquatic Studies	2019	1	Nil	School of Industrial Fisheries, Cochin University of Science and Technology, Kochi, Kerala, Kerala University of Fisheries and Ocean Studies, Kochi, Kerala, India
Targeted species substitution in giant freshwater prawn trade revealed by genotyping	Deepak Jose, Hari Krishnan Mahadevan, Jenson Victor Rozario, Padmaja Jayaprasad Pradeep, Saswata Maitra, Sameera Sh	Aquaculture Research	2019	80	1	School of Industrial Fisheries, Cochin University of Science and Technology, Kochi, Kerala, India 2Aquatic

	amsudheen					animal bio technology research center, Faculty of Science and Industrial Technology , Prince of Songkla University , Surat Thani, Thailand
Skill for Employability among MBA Students. The Gap between Skill and Employability- A study Conducted among MBA Students and Employers	S.K. Manju Das and Dr.R. Velmurugan	Journal of Adv Research in Dynamical Control Systems	2019	17	Nil	Institute of Advanced Scientific Research
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	245	297	109	67
Presented papers	25	18	Nil	Nil
Resource persons	9	21	13	26
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Department of Commerce and Research Centre	Research Consultancy	Swamy Saswathikananda College, Poothotta, Kochi, Kerala	2000
MBA and other Departments	CIAL	Cochin International Airport Limited	600000

		Kerala	
MBA	Developing Policies and Procedures for the College	College of Home Science, Nirmala Niketan Mumbai, Maharashtra	200000
Department of Commerce (SF)	Tax Consultancy Services	Individuals	3900
Department of Mathematics	Research Consultancy	Lourdes Hospital	1000
Department of Mathematics	Research Consultancy	KUFOS	25000
Department of Mathematics	Research Consultancy	Paravoor Block	10600
Department of English	Net Coaching	Individuals	7000
Department of Physics	Young Scientist -Physics Lab	Navadarsan	10000
Department of Fisheries and Aquaculture and MBA and other departments	CIAL- GCC Fish Farming Project	CIAL, Kochi	615000
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dr. Indu George , Assistant Professor, Albertian Institute of Management	Communication Skills	NACIN	8000	200
Dr. Shiny C.M and Dr Jithin Benedict - Assistant Professors, Albertian Institute of Management	Digital Marketing	KITCO	3000	30
Dr Sajithamony Assistant Professor Department of Mathematics	Hands-on Training on Advanced MS Excel	MYTOSCI	1200	10
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3.6 – Extension Activities

3.6.1 – 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
"THOOLIKA" – An Initiative of Paper Pen Making	Department of Commerce and Research Centre	9	64
International Coastal Day Clean Up Programme	School of Marine Sciences of Cochin University of Science and Technology, Kochi, Marine Products Export Development Authority (MPEDA), Kochi South Asia Co-operative Environment Programme (SACEP) National Centre for Coastal Research (NCCR) and UNEP	2	22
Beat air pollution with albertians	Eco Warriors (Environmental initiative by Department of Physics) in association with UNEP	4	70
Albertian Swatchata Mission	St. Albert's College, Ernakulam	8	132
Suvarnam Special Seven Days Camp	NSS [conducted in St. Phelomena's High School, Koonammavu, Kottuvally Gram Panchayath.]	1	100
'Tea with parents' Christmas Celebration with the inmates of Mercy Home	Human Rights Sena	1	60
Human Rights Awareness Programme Fore Thought Be Vigilant...	Human Rights Sena	1	60
Junior Scientist Programme	Navadarsan	2	4
Blood Donation	Albertian Blood Cell	1	3
Social Outreach	St. Josephs Old Age Home, Fort	1	30

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3.6.2 – 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
Data collection during the flood	Recognition	Paravoor Block Panchayath	121
Auditing of Higher Secondary Educational Institutions	Recognition	Navadarsan	1000
Albertian Energy Conservation Award	Award	ACHRDR and BPCL	178
Celebration of World Environment Day	Recognition	UNEP	70

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3.6.3 – 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	Department of Mathematics	Cleaning public road, classrooms, student presentation on various topics as part of Albertian Swatchatha Mission	10	140
Swachh Bharat	Department of Computer Science	Banerjee Road Cleaning	4	70
Swach Bharat Abhiyan	St. Alberts College (Autonomous)	Swach Bharat Abhiyan- Cleaning drive of Independent houses, Local community, Campus and MG Road	6	108
International Human Rights Day Obseration	Department of Social Work	Awareness Session	2	59
International Child Labour Prohibition Day Observation	Childline	Awaress Generation Street Play Wall Painting	2	28

Livelihood Project	ESAF	Research Training and Survey	3	31
Heritage site cleaning campaign at Fortkochi	Janamaithri Police Fort Kochi	Heritage site cleaning at Fort Kochi	4	41
One Less Plastic Bag	Cochin Shipyard Limited and Times of India Daily	Swachh Bharat Abhiyan	6	108
Hands-on Training in Fishery By-products Development	St.Albert's College (Autonomous) in collaboration with National Institute of Fisheries Post Harvest Technology and Training, Kochi	Social Outreach Hands-on Training on Hygienic Fish Handling and Fishery By-products Development	3	20
National Science Day 2020	St.Albert's College (Autonomous) in collaboration with Keral State Council for Science Technology and Environment	Essay Competition on the Focal Theme "Women in Science"	1	10
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Visit to Catholic University of Applied Sciences, Germany	Dr. Geo Jos Fernandez	Partly sponsored by the St. Alberts College	6
Visit to ICES, France	Dr. Geo Jos Fernandez	Partly sponsored by the College	3
Internship of students of Industrial Chemistry	India Sea foods, Kannamaly	India Sea foods, Kannamaly	60
Keynote Speaker – Invited Talk at Providence University Taiwan Topic: "International Education - Faculty	Dr. Geo Jos Fernandez	Partly sponsored by the St. Alberts College	1

Engagement in International Collaboration" at ITVTI 2019 (India, Taiwan, Veitnam, Thailand, Indonedia) International Higher Education Symposium			
Guest Speaker - Invited Talk at Providence University Taiwan Topic: "Need of Networking in Business" for the International Business students at Providence University, Taiwan	Dr. Geo Jos Fernandez	Partly sponsored by the St. Alberts College	1
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3.7.2 – 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
Academic	PG project	Dept. of Physics and Research Centre, Maharaja's College(Autonomous), Ernakulam and Dept. of Physics,Deva Matha College Kura vilangad.	01/11/2019	01/04/2020	Anaswara Thampi / Fourth Semester / Physics
Academic	PG project	Dept. of Physics and Research Centre, Maharaja's College(Autonomous), Ernakulam and Dept. of Physics,Deva Matha	01/11/2019	01/04/2020	Juliet Riya / Fourth Semester / Physics

		College Kura vilangad.			
Academic	PG project	Nanophotonic Optoelectronic Devices Laboratory Department of Physics Cochin University of Science Technology Kochi, Kerala India - 682022 Ph: 91-484-28624 43 Email: mkj@cusat.ac.in	01/11/2019	01/04/2020	Anjalena Margret Lopez / Fourth Semester / Physics
Academic	PG project	Nanophotonic Optoelectronic Devices Laboratory Department of Physics Cochin University of Science Technology Kochi, Kerala India - 682022 Ph: 91-484-28624 43 Email: mkj@cusat.ac.in	01/11/2019	01/04/2020	Ann Maria Saiza / Fourth Semester / Physics
Academic	PG project	Nanophotonic Optoelectronic Devices Laboratory Department of Physics Cochin University of Science Technology Kochi, Kerala India - 682022 Ph: 91-484-28624 43 Email: mkj@cusat.ac.in	01/11/2019	01/04/2020	Surya Suresh / Fourth Semester / Physics

Academic	PG project	International School of Photonics, Cochin University of Science and Technology, Cochin 682 022, Kerala, India. :91-9 446069743 (Cell) 91-48 4-2862410 (Off) pramod@cusat.ac.in	01/11/2019	01/04/2020	Abhilash Sasidharan / Fourth Semester / Physics
Academic	PG project	International School of Photonics, Cochin University of Science and Technology, Cochin 682 022, Kerala, India. :91-9 446069743 (Cell) 91-48 4-2862410 (Off) pramod@cusat.ac.in	01/11/2019	01/04/2020	Anselm Tony DSilva / Fourth Semester / Physics
Academic	PG project	Dept. of Physics and Research Centre, UC College, Aluva 8848606908 reenatara@gmail.com	01/11/2019	01/04/2020	Treasa Vincent / Fourth Semester / Physics
Academic	PG project	Dept. of Physics and Research Centre, UC College, Aluva 8848606908 reenatara@gmail.com	01/11/2019	01/04/2020	Nikhitha Augustin / Fourth Semester / Physics
Academic	UG Project	Regional Chemical Examiners Laboratory,	01/11/2019	01/04/2020	Sonia Stanly / Fourth Semester /

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9744922258 j
othimallia@g
mail.com

Physics

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Food Safety Solutions International	07/10/2019	Collaborative research, co-authoring publication, conducting joint research projects, establishing joint research centers, Joint workshops, conferences, seminars, training programs etc	33
MES College, Ponnani, Malappuram	07/06/2019	Collaborative research, co-authoring publication, conducting joint research projects, establishing joint research centers, Joint workshops, conferences, seminars, training programs etc	28
Fusion Academy	04/09/2020	Academic Assistance	173
UNIBIOSYS BIOTECH RESEARCH LABS, COCHIN	05/06/2016	Research activities	18
IndonesiaWISE	07/07/2019	Hold/ conduct, whenever feasible, lectures, workshops, seminars. research conferences and similar events. Developing proposals for collaborative research, co-authoring publication, conducting joint research projects, or	28

		establishing joint research ce	
Christ College, Rajkot	28/09/2019	Academic Assistance	4
Navadarsan	11/12/2019	Data collection, Skill development, Technical consultancy	6
Lourdes Hospital	09/08/2019	Research, Training, Consulting, Seminars/Workshops, Data collection	4
Glorod	16/07/2020	Aeromodelling	37
Kerala Mathematical Association (KMA)	12/12/2019	Conduct FDP, Joint research projects, Publish research articles, Conduct quizzes/workshops/conferences, Discuss changes in curriculum	126
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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
12.5	11.66

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Book Magic	Fully	4	1994
Koha	Partially	17.11.03.000	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34645	2287071	46	26694	34691	2313765
Reference Books	38776	6385573	445	197982	39221	6583555
e-Books	3139809	1	Nil	Nil	3139809	1
Journals	29	34820	18	40680	47	75500
e-Journals	6154	1	4	Nil	6158	1
Digital Database	2	5900	Nil	Nil	2	5900
CD & Video	265	Nil	7	Nil	272	Nil
Library Automation	1	28000	Nil	Nil	1	28000
Weeding (hard & soft)	7161	85932	Nil	Nil	7161	85932
Others (specify)	Nil	Nil	40	Nil	40	Nil
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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
Ms. Linda George (Economics Department)	Economic History of India from 1857 to 1947	SWAYAM	29/05/2020
Dr. Geo (AIM)	Resource Allocation in Project	E-Learning, St Alberts College Autonomous (LMS)	10/04/2020
Dr. Geo (AIM)	Project Planning Process	E-Learning, St Alberts College Autonomous (LMS)	10/04/2020
Dr. Jithin Benedict (AIM)	Parametric and Non Parametric Tests in Social Science Researches	E-Learning, St Alberts College Autonomous (LMS)	29/03/2020

Dr. Jithin Benedict (AIM)	Low Touch Economy	E-Learning, St Alberts College Autonomous (LMS)	06/05/2020
Dr. Krishnakumar (Chemistry Department)	Lecture 1- Nitroalkane - Part 2	E-Learning, St Alberts College Autonomous (LMS)	14/08/2020
Dr. Krishnakumar (Chemistry Department)	Lecture 1- Nitroalkane - Part 1	E-Learning, St Alberts College Autonomous (LMS)	11/08/2020
Dr. Nisha Thomji Varghese (Department of English)	Forgetting by Robert Lynd	E-Learning, St Alberts College Autonomous (LMS)	27/06/2020
Dr. Nisha Thomji Varghese (Department of English)	Of Truth by Francis Bacon	E-Learning, St Alberts College Autonomous (LMS)	27/06/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	236	4	4	4	1	30	39	125	0
Added	3	0	1	0	0	0	0	100	0
Total	239	4	5	4	1	30	39	225	0

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

225 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
Accordion - Recording Studio	https://youtu.be/I4NW_mTRsUQ

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
95.5	93.56	52	49.42

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)

The College has well-established systems and procedures for maintaining and utilizing physical, academic and support facilities. The Administrative Officer

takes care of all the assets of the college. He is the overall in-charge of all facilities and coordinates the same through Heads of Departments, faculty, administrative staff, lab attendants, librarian and library assistants. There are security personnel on duty round the clock in the campus who ensure the safety and security of all estate and infrastructure and the roads, entry points etc. are under CCTV surveillance for safeguarding the assets. They monitor the entry and exit of vehicles and regulate the parking inside the college. The Mechanic of the College is in charge of maintaining all electrical and electronic equipment. Any furniture repairs needed are attended to immediately by the carpenter available on campus. The proper and optimal use of electric lights/fans/projectors etc. is ensured. St. Albert's College (Autonomous) has the most updated academic and research-oriented equipment helpful for researchers and students. Each science Department has separate labs. There is a DST-FIST sponsored centralized research facility for chemical, physical and life sciences and computer sciences. Apart from this, there are departmental research laboratories equipped with many instruments. A dedicated teaching and non-teaching staff team keeps the laboratories clean, tidy and ordered. There is a stock register to maintain the purchases and discards of equipment. A separate consumable register is maintained where the purchases and issues of all consumable items are recorded for consumables. These registers are verified and signed with remarks by the concerned Heads of the Departments every month. Annual stock verification is done at the time of the annual internal audit. A purchase committee and finance committee approves each purchase according to the funds available. There is a policy of yearly maintenance for equipment and devices. The in house maintenance team does those repairs and maintenance, which can be done internally. A library committee reviews the monthly activities and requirements of the Library. According to the need and funds available, the College updates the Library with the latest textbooks, reference books, journals, e-books, e-journals, etc. Book Magic is used as the Institution's Integrated Library Management System. The Library has a logbook to record the teachers, students and researchers usage of the Library. The sports committee reviews the monthly activities and requirements of the sports complex. There is a gymnasium, football ground, hockey practice court, cricket pitch, basketball court, volleyball court, indoor badminton court, judo practice area, yoga practice area, table tennis boards, chess, carom boards, etc. These are being maintained and updated by experienced and well-qualified teaching and non-teaching staff. There are 5 computer labs with 265 computers to cater to the needs of the students and staff. The IT team manages the requirements and updates required for computer labs. There is internet access in three labs, and for other labs to have internet access, infrastructural updations have been initiated. There are Mac and Windows PCs which run on Linux Operating System. In addition, necessary software for each department has been installed. The staff of the Computer Centre are in-charge of maintaining the IT facilities. All computer labs are available to staff and students and they are fully occupied. Repair/ upgradation/ purchase of hardware/software are also taken care of by the system administration team. The internet/intranet/LAN facilities are also fully functional and are properly maintained and monitored by the staff of the server room. There are 85 classrooms to cater to 31 Undergraduate Programmes and 12 Postgraduate Programmes, of which 14 Programmes are afternoon batches. Out of these 85 classrooms, there are 34 classrooms with LCD facilities and all classrooms with WIFI/LAN facilities. In addition, there are seven seminar halls to conduct extension lectures, seminars and workshops, of which three are air-conditioned. Papali Hall is the main auditorium of the College where major formal and cultural events such as Orientation for Newcomers, Convocation, Union Inauguration and Arts Day take place. Baccinelli Hall is the open auditorium of the College for students' performances, where minor events and competitions are conducted. As part of Swachh Bharat Abhiyan campaign, every classroom is kept

neat by students

https://www.alberts.edu.in/wp-content/uploads/2021/12/PROCEDURES-AND-POLICIES-FOR-MAINTAINING-AND-UTILIZING-PHYSICAL_2019-20.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	Late Rev. Dr. Joseph Attipetty memorial Merit Scholarship	2	20000
Financial Support from Other Sources			
a) National	E Grants Scheduled Caste	238	3474726
b) International	Nil	Nil	Nil
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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 implementation	Number of students enrolled	Agencies involved
Talk on Chandrayan 2 Mission and Chandrayan 2 Live streaming Launch	22/07/2019	23	Department of Space Science, St. Alberts College (Autonomous), Ernakulam
Session on Personality Development	19/07/2019	60	Department of Commerce, St. Alberts College (Autonomous), Ernakulam
Training Programme on Public Speaking	19/07/2019	60	Department of Commerce, St. Alberts College (Autonomous), Ernakulam
Aptitude Training Session	15/07/2019	52	Albertian Institute of Management AIM, St. Alberts College (Autonomous), Ernakulam
Albertian English Learning Programme - AELP	01/07/2019	643	St. Alberts College (Autonomous), Ernakulam
Session on International Languages	27/06/2019	36	Department of Mathematics, St. Alberts College

			Autonomous
Remedial Programme for the Students of different Departments	24/06/2019	47	Respective Departments of St. Alberts College
Mentoring	15/06/2019	2622	Concerned Departments of St. Alberts College (Autonomous), Ernakulam
Bridge Course 1	10/06/2019	643	Concerned Departments of St. Alberts College (Autonomous), Ernakulam
Session on Soap making	02/06/2019	30	Department of Chemistry, St. Alberts College (Autonomous), Ernakulam
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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	NET SET	34	81	7	16
2019	UGC NET JAM	15	15	2	Nil
2019	Career Counselling	28	28	3	13
2019	RBI B Grade Officers Training	22	22	Nil	Nil
2019	IES Workshop	100	100	Nil	Nil
2019	UGC NET	33	33	4	Nil
2019	PSC	35	35	Nil	Nil
2019	NET	62	88	13	26
2019	Career Counselling	53	53	Nil	29
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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
30	30	7

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
SUTHERLAND	136	42	INFOSYS	23	7
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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
2019	2	B.SC PHYSICS	PHYSICS	CUSAT	M.SC PHYSICS
2019	1	B.SC PHYSICS	PHYSICS	UNIVERSITY OF CALICUT , MALAPPURAM	M.SC PHYSICS
2019	4	B.SC PHYSICS	PHYSICS	AQUINAS COLLEGE EDACOCHIN	M.SC PHYSICS
2019	1	B.SC PHYSICS	PHYSICS	SNM COLLEGE, MALIANKARA	M.SC PHYSICS
2019	1	B.SC PHYSICS	PHYSICS	ST XAVIER'S COLLEGE, ALUVA	M.SC PHYSICS
2019	3	B.SC PHYSICS	PHYSICS	MAHARAJAS COLLEGE, ERNAKULAM	M.SC PHYSICS
2019	3	B.SC PHYSICS	PHYSICS	ST.TERESA'S COLLEGE, ERNAKULAM	M.SC PHYSICS
2019	2	B.SC PHYSICS	PHYSICS	ST. PAUL'S COLLEGE, KALAMASSERY	M.SC PHYSICS
2019	1	B.SC PHYSICS	PHYSICS	SACRED HEART COLLEGE, THEVARA	M.SC PHYSICS
2019	1	B.SC PHYSICS	PHYSICS	SN COLLEGE , WAYANAD	M.SC PHYSICS
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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
CAT	4
GMAT	1
GATE	1
NET	11
SET	3
Any Other	11
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
State Level Elocution Competition for School and College Students in English, Hindi and Malayalam	State Level	89
Kathaprasangam and Elocution Competition	Institutional level	6
Musical Band	Institutional level	11
Short Story Writing	University Level	1
Dance Competition (Various Forms)	Institutional level	137
Music Competition (Different Genres)	Institutional level	142
Essay Writing	University Level	1
Instrumental Music	University Level	3
Dance Competition (Various Forms)	University Level	10
Music Competition (Various Genres)	University Level	10
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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
2019	Best Physique	National	4	Nil	1701020012	AshvinJohnny III B.Sc Aqua
2019	Power Lifting	National	6	Nil	1902110009	Kriti Kumari I M.Com
2019	Judo, Ju	National	7	Nil		Abhinand

	do(open), Wrestling				1901090001	T M I B.Com
2019	Swimming Back Strok e(100mts) Swimming FreeStyle 400 mts Swimming IM 200 mts Swimming IM 400 mts	National	4	Nil	1901020028	T V Ajumal BSc I Industrial Fisheries
2019	Athletics 200 mts Athletics Long Jump Athletics 4x100 mts relay Khelo India -Bronze In ter-Univer sity Silver	National	6	Nil	1701180005	Akhil TV III BSC PHY
2020	First prize with A Grade in Wind Instrument - Eastern	National	Nil	1	1701160022	Hari Prasad
2020	First prize with A Grade in Kaviakeli	National	Nil	3	1801090037	Jyothsna Nair
2020	Second Prize with A Grade Duffmutt	National	Nil	1	1701380021	Gladwin J Thomas
2020	A Grade in Bharath anatyam	National	Nil	1	1701040043	Sneha P.S.
2020	A Grade in Elocution Malayalam	National	Nil	2	1802170004	Charles U Lonappan

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

The Student Council of St Albert's College plays a supportive and participative role in the activities of the Institution, and is a cooperative forum which ensures a highly democratic and participatory role in furthering the goals,

objectives, mission and vision of the Institution. The College follows a participatory governance system where the students and the teachers work together for the holistic development of the students. The College strives to promote a sense of responsibility for their growth and understand their obligations as members of a democratic society. The College fosters in students the desire to learn, think clearly and express themselves effectively, the habit of analytical and reflective thought, and an awareness of themselves, their heritage, other cultures, and their environment. The Union is responsible for the conduct of various student centered extra-curricular activities on campus such as inter-departmental, intercollegiate cultural competitions, and other cultural programmes in consultation with the Office of the Dean, Student Affairs. The Students Union executive members are elected from the class representatives who are selected through the secret ballot. The Union consists of a Chairperson, Vice-Chairperson, General Secretary, two University Union Councillors, Arts Club Secretary and Student Editor. The College Union organizes various extracurricular activities on the campus like the Arts Fest, Sports Fest, Onam and Christmas Celebrations, Exhibitions and many other capacity enhancement activities. All students' related activities are carried out under the leadership of the College Union, advised and facilitated by the Office of the Dean, Student Affairs. All critical decisions are taken in the joint meetings of the union executive members, class representatives and association secretaries, which are convened regularly. The student representatives express their views and raise opinions in a democratic spirit. The main aim of the Student Council is to promote the overall development (academic, professional and individual) of students by engaging them in various activities relating to arts, sports, and culture to enhance their leadership skills. The Union members work in partnership with their teachers and the College management in the spirit of the Colleges mission statement to promote intellectual and personal development. There are several active clubs in the College, and the students actively participate in the clubs activities. The primary active clubs in the College are the Debate Club, Football Club, Tennis Club, Hockey Club, Cricket Club, Basketball Club, Volley Ball Club, Athletic Club, Indoor Games, Gymnasium, Martial Arts, Badminton Club, Table Tennis Club, Mind Sports, Film Club, etc The institution promotes participative management culture by including students in various events organized in the institution. Every Department has student Coordinators shouldering the following responsibilities like the Department Secretary, Treasurer, DQAC Coordinator, IEDC Coordinator, Examination Coordinator, Placement Coordinator, Social Outreach Coordinator, E-governance Coordinator, Arts/Programme Coordinator, Sports Coordinator and Media Coordinator Student associations organize various co-curricular and extracurricular activities like Sports, Annual social gatherings, and other social outreach programs. In addition, the Department Associations organize course oriented talks and discussions. During the academic year 2019-2020, the Student Associations of different Departments focused on conducting virtual activities for specific well-being: for Resilience, Emotional management, Attention and Awareness, Relationships, Habits and goals. These online sessions developed in the youth a stronger coping capacity, more adaptability and receptiveness and more satisfaction with their lives. Besides these online activities conducted specifically to help students overcome the Covid Pandemic alterations to their education and daily life, the Student Associations observed online all the important days that were conducted offline the previous academic year.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

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5.4.2 – No. of registered Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Annual General Body of the Alumni Association of St. Alberts College (Autonomous) was held on 24th March 2019. Forty nine members were present for same. After the Annual Report and the Financial Balance sheet were approved, the Returning Officer proceeded with election process. Executive members of the association were elected. It was decided the Executive Committee Meeting would be scheduled every second Friday of the month at 6 pm. The Association conducted the mega show and gathering at the Albertian Sports Campus named "Royale 2019" on May 11, 2019. The Association supported different activities of the College including Donation of a fridge to aquaculture department and TV to Principal's office The Alumni Association of St. Alberts College conducted Inter collegiate football tournament in association with Physical Education Department of St. Alberts College. The Alumni Association also sponsored Christmas Celebrations and Onam celebrations of the College.

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)

St Alberts College has adopted participatory governance to build commitment and develop initiatives within work teams. This promotes a genuinely collaborative culture in the Institution that will positively impact every stakeholder and creates a community culture based on collaboration and valorization. In addition, the College has put in place management strategies where faculty members holding administrative positions, key administrative officers and other faculty members are actively involved in decision-making processes. Thereby they utilize the full potential of the intellectual and emotional human capital available in the College. 1. Albertian Knowledge Summit(AKS): AKS-An international conference on multidisciplinary research, a month-long programme, is conducted every year. AKS witnesses a multidisciplinary confluence of the scholars, and this aids cross-disciplinary engagement, which contributes to developing novel discourses in various disciplines, ensuring a healthy and productive research environment. In addition to the Albertian Knowledge Summit, the Albertian Educational Expo (AEE) and Royal Albertian Fest (RAF), a platform to showcase the abilities and talents of the student community not only belonging to St. Alberts College but also those from other institutions within and outside the district and state was also conducted in January 2019. The College staff and students participated in significant decisions concerning the conduct of this conference. Various committees were formed, and each Committee was entrusted a role. The perspective of all front-line personnel was invaluable in making sound decisions about allocating resources, registration, documentation and publicity, media and public relations etc. Institutional participatory governance helped in the organizational arrangements for the AKS, AEE and RAF, which contributed to the smooth conduct of these programmes and constituted the lines of authority, decision-making processes, and financing mechanisms. The staff and student Exam coordinators were in charge of the conduct of AKS, and they looked into the finest detail for the smooth execution of the same. IEDC Coordinators took care of Educational Expo Programme Coordinators were entrusted with Fest and Cultural Programmes, Department

Secretaries were assigned the responsibility of publicity and mobilization, Department Treasurers with Finance, DQAC Coordinators were in charge of documentation and publicity, Placement Coordinators were given the responsibility of the conduct of various competitions, Social Outreach Coordinators took care of Volunteering, E-governance Coordinators were in charge of Website and Registration, Sports Coordinators were delegated with the responsibility of taking care of Reception and Unique Expo. At the same time, The Media Coordinators handled media and Public Relations. The entire team of staff and student coordinators worked hand-in-hand under the able leadership of the dedicated Management with the support of the Principal, the Parent-Teacher Association and the Alumni Association. All stakeholders had a voice in decision-making, either directly or through legitimate intermediate institutions that represented their interests.

2. Celebrating Onam with the Less Privileged: St. Alberts College (Autonomous) celebrated Onam differently this year. Amid the havoc wreaked by the floods during the previous month, they used the festive season to brighten the lives of the unfortunate victims by spreading a bit of warmth and joy. A part of the money collected in connection with the Onam celebration was used to support the unfortunate flood victims. Another highlight of the program was that the Albertians celebrated Onam with a few patients undergoing palliative care at General Hospital, Ernakulam, and a group of differently-abled students from the BUDS Rehabilitation Centre, Mulavukad. The students, teachers and non-teaching staff joined together as a family to prepare for the College Onam celebrations from 5th September afternoon onwards. The preparations went on throughout the night for decoration as well as to prepare the Onam sadhya by the Albertians themselves. It was a coming together of around 2800 students, and over 200 staff in solidarity create a new record. The staff and student Exam coordinators were in charge of the decoration and they looked into the finest detail for the smooth execution of the same. IEDC Coordinators took care of the preparation for the Onam Sadhya Programme Coordinators were entrusted with Cultural Programmes, Department Secretaries were assigned the responsibility of publicity and mobilization, Department Treasurers with Finance, DQAC Coordinators were in charge of documentation and publicity, Placement Coordinators were given the responsibility of the conduct of various competitions, Social Outreach Coordinators took care of Volunteering, E-governance Coordinators were in charge of serving the Food, Sports Coordinators were delegated with the responsibility of taking care of Cleaning the premises after the function while The Media Coordinators handled media and Public Relations. Placement Coordinators were given the responsibility of the conduct of various competitions, and Social Outreach Coordinators took care of Volunteering, E-governance Coordinators were in charge of Website and Registration, Sports Coordinators were delegated with the responsibility of taking care of Reception and Unique Expo while The Media Coordinators handled media and Public Relations. The whole process involved permanent and interconnected spaces of participation and had a strong focus on citizen participation through the ecosystem of participatory processes.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The initial steps of the admission process are done online, and admissions are based on merit, and the College follows the same reservation policy

given by the parent university. St Alberts College follows an inclusive admission policy which is unique and dynamic. Applicants from diverse social, cultural, economic, ethnic and geographical backgrounds are welcome. Assessment of the learning levels of freshly admitted students is an integral part of the post-admission process of the College. Though admissions are based on merit, the College carries out a separate assessment to understand the larger spectrum of their learning levels. The students are given a pre-assessment orientation to explain the need for assessment and its impact on their growth at Alberts. First aided College to go for a complete online procedure during COVID 19

Curriculum Development

The College adopted the revised Regulations and Syllabus framed by MG university for the Undergraduate Programs from 2017 admission. In the Academic Retreat and Strategic Planning Workshop, 2018 it was decided to bring specific changes in the syllabus from 2019 admission onwards. The template for the curriculum was presented by the Office of the Dean, Academics. Based on these inputs, the type of Programmes and the number of allied/optional courses were stipulated and the respective Departments prepared contents. The Course Outcomes were outlined in alignment with the Programme Specific Outcomes, which ensured the fulfilment of the Programme Outcome. Inclusion of relevant certificate programmes and programmes like AELP (Albertian English Learning Programme) and AHP (Albertian Happiness Programme) offer specialized education and training in fields that require specific skill sets. The curriculum was placed for approval by the Department in the Board of Studies (BOS) which was constituted as per prevailing norms of the Mahatma Gandhi University that included members from industry, representation from students and alumni. It was then placed for approval in the Academic Council. The curriculum was, thus, finally placed for ratification before the Governing Council after incorporating the suggestions from members of the Academic Council. The status of

autonomy helps the College restructure the curriculum with due consideration of suggestions from stakeholders to make it relevant to contemporary times. The curriculum is in congruence with the regulations of the UGC and the Mahatma Gandhi University and seeks to fulfil the vision and mission of the College, upholding the values of gender sensitization, environment awareness, soft skill development, communicative and human resource management skills.

10 new BVoc programmes, 2 M.Voc Programmes, 3 UG programmes, 2 PG Programmes, 1 Integrated PG Programme and 2 PG Diploma Programmes were introduced during the academic year.

Teaching and Learning

The College has been oriented towards Outcome Based Education and offers flexibility in the teaching-learning methods adopted. The annual academic calendar is designed and disseminated at the start of the year for the smooth functioning of all curricular and extracurricular events. All Programmes have the formal pedagogy of teaching and learning within the curriculum with stipulated marks and grades such as assignments, seminars, projects, field trips, industry visits, internships, lab work, and online courses. In addition, PG and UG students submit projects after research on socially/academically relevant areas for their dissertation. Detailed planning of course delivery is done at the beginning of the semester. The College has an online class management software, where the teaching plan is uploaded before the course delivery. There is academic progress monitoring at the Department level during the semester as well as a mid-term review of the subjects. A review of the course completion report is done at the end of each semester. Compilation and analysis of students' feedback on the teaching-learning process help to adopt corrective measures where required.

Course outcomes are measured using various methods like assignment, viva, internal/external exam, dissertation, etc. Faculty Development Programmes on the latest teaching and learning technology are conducted every year. A student-centric approach is adopted where innovative teaching techniques and the development of online teaching

materials are given priority. Quality improvement strategies in the area of teaching and learning are consequent to the periodic review of existing pedagogies, taking into account performance indicators, results, programme objectives and outcomes. A variety of strategies are deployed, prioritizing teacher quality and learning outcomes. They include training programmes and workshops based on different faculty groups needs and promoting content-specific faculty development programmes. Innovative classroom methods, use of interactive computer technology, encouraging independent learning and e-learning, computer-based instruction to enable self-paced learning, using problem-solving teaching methods, peer learning and teaching, development of critical thinking abilities in students, encouraging research, are key strategies employed by faculty for quality improvement in learning. Established Learning Management System - <https://elearning.alberts.edu.in/> that makes easy the computerization and digitization of academic administration and the conduct of all related activities

Examination and Evaluation

With the advent of autonomy, the College has gained flexibility in the conduct of examinations. The examination schedule prepared at the beginning of the year is strictly adhered to, ensuring the meticulous conduct of exams, publication of results and completion of related formalities. The Office of the Controller of Examinations works dedicatedly to ensure the smooth flow of duties. A section works towards arranging physical facilities of Examination, invigilation duties, and disseminating awareness among students on academic integrity and ethical practices. Evaluation is continuous and objective, with Departments adopting various methods, including online tests, open-book exams, viva and quizzes. Test papers, quiz, seminar, group discussion, panel discussion, field visit and written assignment form part of the internal assessment. End semester examination registration, fee payment and hall ticket generation are made using the College ERP. Students

can apply for the Examination only through one channel, the College ERP. As attendance is marked using the ERP, those students with less than 75 attendance in papers concerned in a semester are blocked from examination registration. IT integration in Examination includes question paper generation from the question bank, marks entry, e-hall tickets, and the online publication of results through indigenously developed software. The answer sheets are bar-coded for blind evaluation so as to ensure the anonymity of the student. The answer scripts are double evaluated to ensure impartiality in corrections. Focus is laid on timely assessment and publishing of results. The Institution also supports students with benchmark disabilities (Divyangjan) as per the UGC guidelines.

Research and Development

The College has a research monitoring committee under the Office of the Dean, Research. The Office strives to create a better scientific world through research and publications and training teachers and students. The Research wing organizes International/National conferences on the chosen themes under their domain periodically. It organizes seminars/workshops/training programmes regularly to motivate students and teachers to become good researchers. There is a well-equipped instrument facility with HPLC, GC, IR, UV, high-resolution microscopes, thin layer coating, ultracentrifuge, water analysis etc. Funding for research is granted by DST, DBT, RUSA, KSCSTE etc. The Albertian Knowledge Summit is an international conference on multidisciplinary research, a month-long programme, conducted every year. The AKS aims to assemble like-minded intellectuals and professionals to trade ideas, thoughts, and views related to a specific topic in every discipline. Specialized knowledge from the Industry experts is shared, creating an effective learning environment and improving teaching-learning aspects. AKS is the best platform for the dissemination of research output to society. AKS witnesses a multidisciplinary confluence of the scholars, and this aids cross-disciplinary engagement,

which contributes to developing novel discourses in various disciplines, ensuring a healthy and productive research environment. There are six research centres where knowledge sharing and knowledge creation go hand in hand. Knowledge is created through practice, collaboration, interaction, and education, as the different knowledge types are shared and converted. The MG University and KUFOS have recognized the research facility of the Institution. UGC has approved 5 PhD Programmes in Management and Entrepreneurship, Commerce, Physics, English and Physical Education. Research-oriented extension activities for the benefit of society have been initiated, especially in flood-affected areas. The College published a good number of research articles. The Research Consultancy Wing and Research Ethics Committee headed by the Principal performs advisory and supervising functions, forming an integral part of the scholars Research Admission, Research Progress Review, and Submission procedures. The Institutional Research Policy is available on the website.

Library, ICT and Physical Infrastructure / Instrumentation

The College Library is a crucial resource of information for the academic community. The Main Library is located on the main campus and has two floors with 791 Sq. m. It is spacious and has a total seating capacity of 100—an extension of the main library functions in the Albertian Institute of Management Campus. Library automation started in 1997 and is fully automated now with the ILMS software Book Magic, which provides a user-friendly interface and can be used to locate books, periodicals, documents in the Library, and their issue status. The Library has a rich collection of rare books of International, National and Regional importance and manuscripts, special reports and many other knowledge sources. The exclusive rare book collection of 7 series, having around 175 volumes published before 1975, is available in the Library. They have been categorized as: • Rare Book Collection Open Source: <http://statelibrary.kerala.gov.in/rarebooks/> • Personal Collection of Rev. Fr Augustine Konnullu, an eminent

Mathematician and Sri. Ponjikkara Raffi, an Eminent Malayalam Writer. • A Dictionary Collection • An Encyclopedia Collection • One set of Thaliola • Digital Repository Collection Special sections are maintained for Reference, Periodicals, History, and Career Guidance etc. The Library has three online databases, namely NLIST, J-Gate and National Digital Library (NDL). Subscription to N-List of INFLIBNET provides access to more than 1200 journals and 90,000 e-books.

Maintenance and up-gradation of infrastructure are done from time to time. A high-speed internet facility for the smooth transfer of data is in place. The Library is open from 8 a.m. to 6 p.m. on all working days. A library Committee that includes the representatives of Teachers and students help to direct the library services. At present, there are 27451 textbooks, 37415 Reference books and 16 journals and 265 CDs/Videos in the Library. The Library facilitates Web - OPAC remote access to users, and students can access the e-library from anywhere 24X7 with internet access.

Human Resource Management

The Institution views the management of human resources as a pivotal factor in quality improvement, particularly in a fast-paced global environment. All processes and objectives of the Institution are aligned with its mission, vision, values, and goals. Following the mandates of the HR Policy ratified by the Governing Body of the College, recruitment is carried out as per the guidelines of UGC, Mahatma Gandhi University and the Government of Kerala, and the Chairman appoints staff for aided and management vacancies. The Chairman of the Planning Committee is responsible for the enhancement and maintenance of infrastructural facilities of the College with the help of administrative staff and the maintenance team. An Academic Staff Performance Indicator has been duly implemented since the academic year 2014-15. The performance indicator incorporates lectures delivered, remedial learning programmes, and supports extended to slow learners to enhance their competency. It also throws light on the staff members research efforts, publications, and

organizing and attending conferences and academic programmes. It encompasses details regarding various awards, honours and recognition conferred upon them and their different administrative responsibilities. The PBAS is submitted to the management for appropriate actions. The Training and Development Office and the IQAC organize several orientation and enrichment programmes for the staff. The staff also attend orientation, refresher and short term courses to upgrade their subject knowledge and, in some cases, are sponsored by the Institution to enhance the quality of teaching. The faculty and staff contribute to and lead various committees according to their potential and interests. They are encouraged to participate in multiple academic forums and engagements by disseminating information regarding such opportunities and subsequent support.

Industry Interaction / Collaboration

The curriculum of both UG and PG has a component of internship. Hence students have to undergo a month of internship and get exposure from work settings. Through this, many linkages are created for industry and academia interaction. All Departments regularly organize guest lectures, endowment lectures, seminars, conferences, workshops and other academic activities always in collaboration with the industry. A representative from the industry is always a part of curriculum development of the College. The College has been working diligently towards aligning the academic and extracurricular activities towards an industry-oriented engagement to achieve high standards of intelligence and employability skills among the students. Linkages and MoUs signed between the College, its various departments, and external entities form the foundation for a sound industry-academia interface. Industry interaction is also promoted by encouraging internships during the holidays and vacations, industrial visits, interaction with experts and invited talks. The College is proactive in maintaining Industry-Academia interactions and the various avenues where collaborations exist are as follows: • Guest Lectures/Interactions

by Industry Experts • Companies Visit for Student Placements • Companies Acceptance of students for Internship/Organization Study • Signing MoUs • Professional Body Memberships • Advisory Committee and Board of Studies of the Institution have Experts from the Industry

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

E-governance area	Details
<p>Planning and Development</p>	<p>Strategic Planning is done before the start of every academic year. The College has self-developed an ERP system for planning and development, and this option in the ERP helps the staff and the authority to manage and plan their activities. The EDUALBERTS staff portal allows the staff enter and view online aspects related to courses they teach, internal marks of students, questions in the question bank, timetable, teaching plan, and even record their feedback. The timetable management helps the faculty pre-plan their classes and work out the assignment schedule for the students. The faculty can also view the students daily or overall attendance reports and notify them about the same. For the conduct of each activity, Departments and units are expected to use the activity sheet in the EDUALBERTS site to book the activity in advance and submit a detailed report through the ERP portal on various aspects of the activity conducted including the resources utilized. The leave management option has also been created to help staff manage their leave. The Action Plans, Action Taken Reports and Proposals for the conduct of various programmes, seminars and other academic and co-curricular ventures are collected, digitally maintained, reviewed, and regular follow up done by the IQAC. E-learning facilities make the learning process more flexible and student-oriented. This improves the teaching and learning quality thus making the students more receptive to the learning process.</p>
<p>Administration</p>	<p>The College has a data management system through ERP covering various aspects of academics and administration. Students attendance, continuous internal assessment marks,</p>

registration for different programmes and purchase of multiple requirements of Departments and centres are effectively and efficiently managed through the ERP system. Timetable management helps in creating or editing timetables and swapping the classes. Student feedback about the course and the faculty is used as a review mechanism to enhance the teaching-learning process. The ERP produces reports, which can be used to manage the students activities, programmes and different courses. The ERP also has an option to add events batch-specific and for the entire College. There is a provision for online payment. Various options in the college ERP helps in the management of all the programmes and courses for each semester and manage the users of the college ERP. This system enables a paperless foolproof mechanism for documenting, monitoring and controlling various financial, academic, and administrative transactions.

Finance and Accounts

The Finance Committee prepares the budget for the academic year considering the Departments requirements, various units, research units, and Offices. Tally 9 software is used for the purpose of Finance and Accounts Management. The Finance Committee strategizes the multiple measures of raising funds and keenly inspects the monitoring and controlling of such usages as well. The Committee also looks into the submission of duly audited statements of sources and application of funds for the academic year. The budget is presented before the Executive Committee for its approval. The Committee approves the raising of funds and utilization of the same as per details specified in the budget. Income and Expenditure are closely monitored by the Bursars Office, Finance Committee Chairman and the Principal. The College has adopted the proper procedure for the purchase with the help of ERP. Various checks and balances are created for well-defined and monitored purchases according to the various requirements of the College with the help of the Purchase Committee. The College monitors the utilization of expenditure of the Departments and various units.

Fund requirements that are not budgeted but required on special permission are usually considered. One of the core activities of the ERP system is the management of finance. The competent authority manages the additional fee payments by the students by creating the fee structure, viewing online payments, instant payments and the fees due, managing refunds and generating the fee payment report. The ERP is also used to control various tally imported financial data to produce multiple MIS.

Student Admission and Support

St Albert's admits students based on merit and preferential options in admission for young aspirants from marginalized societies. The College offers academic, financial and personal support services, such as Scholarships, Special English Programmes, Supplementary Education, Special Coaching, Remedial Programmes, and Personality Development through Life Skills, Art and Literature, etc. One of its chief focuses is empowering students from marginalized society to face the challenges in life with dignity. 1351 students received government scholarships and 15 students received various management scholarships to the tune of Rs. 11098092/- and Rs. 65150/- respectively in 2019-20. Reputed companies visit regularly, and some students are recruited while most students pursue higher studies. The college ERP takes care of the complete admission process for various programmes. The student applies through the college ERP, and the user can scrutinize the application and the schedules for allotments. The weightage for components can be set in the ERP, and the final rank list produced. The applicants can track the application status in the ERP. The system sends SMS and mail for each activity that happens in the admission system to update the details to the applicants. St Albert's is the first aided College in the State to go for a complete online procedure during COVID 19

Examination

The College has self-developed an ERP system for Examination. Infrastructural facilities for the conduct of examinations, including computer systems, heavy-duty printers, scanners,

cameras, exclusive software, and vigorous checking mechanisms, are provided to the Controller of Examinations Office. Prime effort is taken to establish integrity and confidentiality. There is complete automation of all examination procedures, from registration, issue of hall ticket, online entry of marks, generating mark lists and online transcripts. The College has a self-developed Question Bank, the first in Kerala where teachers enter questions for each course. For the end semester examination, the question paper is computer generated and the scheme is also automated. Internal marks entered into the ERP by teachers and End Semester Examination results are made available online through Student Portal.

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
2019	Dr. Sabu M C	Xavier Board	NA	1000
2019	Mr. Nidhin Johny	Membership	KMA	3570
2019	Ms. Manju Das S. K.	Membership	KMA	3570
2019	Fr. Antony Arackal	National Workshop on Research Methodology organized by KUFOS	NA	855
2019	Mr. Jithin Benedict	National Conference on Global Scale Recession conducted by Vishwa Jyothy College of Management (VJCET) on January 16	NA	1000
2019	Dr. Shiny C.M.	2 Day International Workshop on High Impact Research and	NA	1300

		Publications		
2019	Dr. Manju Das	2 Day International Workshop on High Impact Research and Publications	NA	1300
Nil	Dr. Sabu M C	Xavier Board	NA	750
Nil	Dr. Sabu M C	Xavier Board	NA	1000
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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	Hands-on-training in Apple ios (Physics Department)	Nil	06/11/2019	06/11/2019	4	Nil
2019	Academic Retreat-To Transform and to Lead 2019 - 2020	Academic Retreat-To Transform and to Lead 2019 - 2020	01/01/2019	28/02/2020	160	45
2019	Nil	Workshop on Office Etiquette	05/08/2019	05/08/2019	Nil	29
2019	Meet the Alchemist (Chemistry Department)	Nil	05/09/2019	05/09/2019	14	Nil
2019	Lab Safety Measures (Chemistry Department)	Nil	05/09/2019	05/09/2019	14	2
2019	Teaching online using iPads (Mathematics Department)	Nil	03/06/2019	03/06/2019	10	Nil

2019	International Workshop on Social Entrepreneurship (MBA)	Nil	16/10/2019	16/10/2019	22	Nil
2019	FDP on Entrepreneurial Design Thinking and Idea Pitching (MBA)	Nil	08/08/2019	08/08/2019	6	Nil
2020	Nil	Effective Work Culture	29/02/2020	29/12/2020	Nil	37
2019	Workshop on Curriculum Restructuring (Computer Science)	Nil	05/02/2019	05/02/2019	Nil	5

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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
Short Term Course (Economics Department)	1	28/02/2020	05/03/2020	7
Certificate program in Molecular Docking and Drug Design	1	21/09/2019	23/09/2019	90
Online FDP on Managing online classes and co-creating MOOCs 2.0	6	18/05/2020	03/06/2020	14
Online FDP on MOODLE	4	04/05/2020	09/05/2020	6
Orientation programme (Chemistry Department)	1	06/11/2019	26/11/2019	21

Orientation programme (Chemistry Department)	1	03/01/2020	23/01/2020	21
Orientation programme (English Department)	1	16/10/2019	05/11/2019	21
One day Faculty Development Programme on Design Thinking and Idea Pitching	1	16/10/2019	16/10/2019	1
UGC Sponsored Refresher Course (Mathematics Department)	1	09/12/2019	12/12/2019	4
Two weeks MOOC Course on 'Online Learning and Content Development' conducted by FLAIR Kerala.	1	18/04/2019	02/05/2019	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
156	156	44	44

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> All benefits provided by the government given to aided staff (teaching and non-teaching)- Onam and Christmas bonus, DA arrears, health insurance, medical leave/maternity leave, PF, GIS, SLIS, GPAIS etc. Staff of the aided stream are encouraged to go for FDP, Orientation and Refresher programmes • On Duty leave/permission to attend Seminars/Workshops /Conferences at the National and 	<ul style="list-style-type: none"> All Government sanctioned benefits for aided staff • Workshop on Safety measures • Allowed to pursue higher studies through distance education mode • Training for improving computing, communication skills and office filing systems. • Staff encouraged to write exams for career promotion. Health Insurance • Loan Facility from the Cooperative Society Scholarship for children of members of 	<ul style="list-style-type: none"> Scholarships • Department Associations • Student Clubs • Fund for Sports, Arts Programmes from Cooperative Society

International Level and as Resource Persons/Consultancy within the campus and to other organizations A scheme of provident fund (EPF) was introduced for the teachers who work in the self-financing • Health Insurance (ESI) for Self-financing stream teachers • Annual Family Get together • Loan Facility from the Cooperative Society Scholarship for children of members of Cooperative Society • Preference for admission to different programmes in the College for children of staff members.

Cooperative Society • Annual Family Get together • Maternity leave facility • Medical leave. • Preference for admission to different programmes in the College for children of staff members.

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 provides educational services leading to Bachelors Degree in Arts, Science, Commerce and Master's Degree in Arts, Management, Commerce and Science and Research Degree in Science and Commerce. The organization verifies the implementation, maintenance and effectiveness of the management system by conducting internal audits. Internal Audits are planned once in six months. The College has a solid internal audit system. The management clarifies queries raised by the auditors during the audit. The Management requests clarifications from the respective teams/departments regarding the comments in the internal audit report. Internal discussions are made based on the clarifications received. Appropriate corrective measures, wherever required, are taken, and necessary follow up is done to ensure adherence to the same. This audit gives early warnings whether the management policies and guidelines given are adequately implemented. External financial auditing is done by an auditor who is duly approved by the Governing Body. The external auditor conducts the audit after the close of the financial year. The external auditor is KT Antony, Chartered Accountant who completes the statutory audit process and assures the Institution of various compliances. The auditor examines the books and records, income and expenditure statement, balance sheet, and internal audit statement. No audit objections have been raised by the external auditors so far. Apart from the regular systems in place for auditing, the Office of the Director of Collegiate Education carries out the audit regularly. All queries raised by these government bodies are duly clarified no queries remain pending to date. The entire system of auditing comes under the follow up of the Finance Committee

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
Jeevan Dhara Scholarship and Scholarship provided by	32000	Scholarships

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6.4.3 – Total corpus fund generated

1286671

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	Internal Audit Committee, St Alberts College Autonomous, Ernakulam
Administrative	No	Nil	Yes	Internal Audit Committee, St Alberts College Autonomous, Ernakulam

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

1. Parents Teachers meet/Open House is conducted regularly once in a semester. Parents support the Management with their valuable feedback on the curriculum and infrastructural facilities in the College. Some parents are also alumni of the College henceforth, they actively involve in various activities of the College. 2. Schola Brevis 2019 (Deeksharambh) was conducted on 20th June 2019. The entire programme intended to give a warm welcome to the new entrants to the Albertian Family. Orientation sessions were conducted for the parents. 3. On 14th November 2019, a session was conducted by Mr. Jobi Thomas on Effective Parenting. 4. A Webinar was conducted on the topic Staying Strong and Positive in the Time of Covid 19 by Dr. Jacob K Jacob, Professor and Head-In-Charge, Department of Internal Medicine, Government Medical College, Ernakulam on 4th May 2020 5. An International Webinar on Cyber Ethics and Youth Relationships by Mr A. Clifford was conducted on 13/7/2020

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

1. Training programme on Effective Work Culture 2. A Training Programme on First Aid 3. Workshop on Office Etiquette

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

- Autonomous status: College achieved Autonomous status (March 2016), and was selected for the second phase of the RUSA Project (date).
- Constituted Boards of Studies of various disciplines, Academic Council and Governing Council, Statutory committees as proposed by UGC
- Outcome based Education: Introduced Outcome Based Education and formulated Programme Outcomes, Programme Specific Outcomes and Course Outcomes
- Data management system through ERP covering various aspects of academics and administration
- Established Learning Management System - <https://elearning.alberts.edu.in/> that makes the computerization and digitization of academic administration and the conduct of all related activities.
- Completed Automation of Admission and Examination system
- Digitization of Library: It is with the BOOK MAGIC software along with

access to NLIST, INFLIBNET, and OPAC that ensures remote access to information at all terminals. KOHA software is being partially used. • Becomes a research Centre under KUFOS and UGC • Civil Service Grooming Programme (CSGP): initiated to impart in students an interest towards civil service. • New Programmes and Courses: 10 new BVoc programmes, 2 M.Voc Programmes, 3 UG programmes, 2 PG Programmes, 1 Integrated PG Programme and 2 PG Diploma Programmes • Albertian English Language Programme (AELP) and Albertian Happiness Programme (AHP) • Unnath Bharat Abhiyan (UBA) scheme: College partners with the MHRD in the Unnath Bharat Abhiyan (UBA) and has adopted 5 villages under the scheme. • IIC: established MHRDs Institutions Innovation Council (IIC) to systematically foster the culture of Innovation • The concept of Albertian Educational Expo with the theme of Knowledge for All in Society was conceived. The Royal Albertian Fest was brought in to develop student engagement within and outside the campus. • Albertian Space Observatory equipped with an array of state-of-the-art equipment including an 11 Schmidt-Cassegrain Optical Telescope, Motorized Observatory Dome, CCD Cameras, Photometric Devices • Albertian Knowledge Summit- An international conference on multidisciplinary research, a month-long programme, conducted every year. • Albertian Foundation - Reaching out to the Community • Adopting Swacch Bharat Abhiyan project on campus • Academic Retreat and Strategic Planning Workshops (To Transform and To Lead) at the beginning of every academic year for Teaching and Nonteaching Staff • Albertian Star Award (Best Outgoing Albertian Student) constituted • Green Energy project - 40 kV solar power grid installed • Albertian Cultural Dayz - weekly cultural days where students of each Department are given opportunities to express their creativity and talents • Ethnic Assimilation- fostering the celebration of ethnic diversities to help students reconnect with the country's traditional and cultural roots. • Albertian Centre for Language Studies • Albertian Centre for Social Research and Civic Studies

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

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	Intellectual Property Rights Webinar Series	01/06/2019	04/12/2020	04/12/2020	75
2020	Career Guidance Webinars	03/03/2020	08/06/2020	25/06/2020	150
2020	Online Student Orientation Programme (UG).	01/06/2020	09/11/2020	13/11/2020	2180
2020	UN75-Global	01/06/2020	13/09/2020	20/09/2020	200

	Conversation on the Role of Global Cooperation in Building the Future We Want				
2020	Online Student Orientation Programme (PG).	01/06/2020	16/11/2020	20/11/2020	512
2019	Introduction of ELearning /LMS Platform	30/12/2019	09/07/2020	31/12/2020	2847
2020	Webinars related to NAAC (Blooms Taxonomy Criterion Webinars)	01/06/2020	19/12/2020	19/12/2020	97
2020	Archbishop Attipetty Memorial Webinar Series	01/06/2020	04/09/2020	31/12/2020	1110
2020	Daniel Ach aruparambil Memorial Webinars	01/06/2020	05/11/2020	14/12/2020	700
2020	Albertian Knowledge Summit Webinar Series	01/06/2020	03/01/2020	31/01/2020	2000
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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
Talk on Women Empowerment	24/07/2020	24/07/2020	47	30
Faculty Talent Hunt - Activity Series 2020	30/07/2020	30/07/2020	31	Nil

Webinar- Sexual Harassment at Workplace	14/08/2020	14/08/2020	100	7
National Webinar on Women in Society: Challenges	25/08/2020	25/08/2020	30	24
Webinar on Women Empowerment - Impact on Indian Economy	26/08/2020	26/08/2020	24	56
A Lyf on Canvas - Women Equality Painting Competition	26/08/2020	26/08/2020	6	1
Craft Contest on Women Empowerment	26/08/2020	26/08/2020	4	Nil
National Webinar on Women Empowerment-A Prerequisite for Gender Equality	26/08/2020	26/08/2020	25	39
Women's Equality Day- Poster Designing	26/08/2020	26/08/2020	3	1
UN75 Women and Girls - Closing the Gender Gap: Global Dialogue	03/09/2020	03/09/2020	35	4
Aathmadeep	30/09/2020	30/09/2020	115	10
Webinar on "Demystifying Gender - Unraveling the Misconceptions"	03/11/2020	03/11/2020	80	32
Gender Equality	15/07/2019	15/07/2019	32	24
Zero Discrimination Day	03/01/2020	03/01/2020	50	19
Know Your Rights Session 1	08/07/2019	08/07/2019	116	4

Pen Tree	24/07/2019	24/07/2019	58	7
Know Your Rights Session 2	05/08/2019	05/08/2019	95	Nil
VitnapanAurSt hree- Seminar Presentations by Students	16/10/2019	16/10/2019	18	15
Women's Day Celebration: Flash Mob, Street Play	08/03/2020	08/03/2020	26	5
Menstrual Hygiene Sensitization	13/01/2019	13/01/2019	42	19
International seminar on " Women Empowerment ; the Unfinished Agenda of women equality"	09/03/2020	09/03/2020	42	19
Poster Making on the International Day for Women	01/10/2019	01/10/2019	26	5
Seminar on Domestic Violence	28/11/2019	28/11/2019	41	36
IQ-Cage 2019- Inter Departmental Quiz Competition on Current affairs and Gender Equity	28/11/2019	28/11/2019	16	24
Sexual Abuse: Age No Bar, Gender No Bar	09/01/2020	11/01/2020	18	1
Sakthi- Women Entrepreneurs Meet	05/03/2020	05/03/2020	40	20
Webinar on Gender Sensitization	24/06/2020	24/06/2020	60	20
Open Online Discussion Forum- Inspire 2020	14/07/2020	14/07/2020	172	68

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

2019	1	Nil	15/03/2020	1	Preparation and Distribution of pocket Hand Sanitizer in Vehicles	To fight with COVID 19 Pandemic	24
2020	1	Nil	24/07/2019	1	Social Outreach hands on training on hygienic fish handling and fishery product development for Fisher women in Association with NIFPHATT and Society for Assistance for Fisher women	Support to Fisher women	47
2019	1	Nil	30/08/2019	1	Visit to Chavara special school	Support to society	51
2019	1	Nil	05/12/2019	1	AIDS Awareness Programme	Flash mob performance by students as a part of Aids Awareness	128
2019	1	Nil	02/07/2019	1	General Medical Camp	Prevent Communicable Diseases	105
2020	1	Nil	03/10/2020	1	A day with Elders	Honouring the Elders and distribution of gifts	400

						to them	
2019	1	Nill	27/09/2019	7	Albertian Swatchath a Mission - Chemistry Department	Cleaning of City roads near our College	239
2019	1	3	01/09/2019	1	Rasajalam 1	To impart chemical literacy to Sunday school students of St Francis Assissi Church, Ernakulam	12
2019	1	Nill	25/10/2019	1	Rasajalam 2	To impart chemical literacy to School students of St Albert's Higher Secondary school, Ernakulam	12
2019	1	Nill	26/06/2019	1	Sea Wall Building at Chellanam	Support to Chellanam People.	128

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Hand Book 2019-20	15/07/2019	St Albert's College prescribes the code of conduct for students in the College Handbook and Calendar. The Code is applicable to all students, which includes all students pursuing undergraduate, postgraduate, or doctoral studies. Along with the general code of conduct prescribed by the

Statutory Regulatory Authorities, the College has certain mandatory requirements. Albertians have an obligation to conduct themselves in a manner compatible with the College's norms. Admission to St Albert's Autonomous College carries with it the presumption that students will conduct themselves as responsible members of the academic community. As a condition of enrolment, all students assume responsibility to observe standards of conduct that will contribute to the pursuit of academic goals and to the welfare of the academic community. They are expected to practice high standards of academic and professional honesty and integrity and also to respect the rights, privileges, and property of other members of the academic community and the Society. They should refrain from any conduct that would interfere with university functions or endanger the health, welfare, or safety of other persons. Every student in the College is expected to be involved only in activities that are likely to maintain the reputation of the College. Each student should behave respectfully with all.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Talk on World Peace by Department of Economicst	08/08/2019	08/08/2019	100
INFLUENCE OF WOMEN IN ARTS LITERATURE." by	31/01/2020	31/01/2020	130

Department of Malayalam			
International conference on "Global intervention models and best practices in social work with women" by Social Work Department	11/01/2020	11/01/2020	60
Honoring the Cleaning Staff by the Department of Economics	02/10/2020	02/10/2020	200
Seminar on Domestic Violence by the Department of Business Management BBA	28/11/2019	28/11/2019	85
."THOOLIKA"-An initiative of paper pen making by the Department of Commerce Aided	29/09/2019	29/09/2019	150
Selfie with my tree by Department of Physics	06/06/2019	13/06/2019	50
Book Release and Interaction With Dr.C.V.Ananda Bose IAS by Department of Malayalam	11/12/2019	11/12/2019	130
The Audio version of Famous Writer M.T.VasudevanNairs work 'Manju' by Malayalam Language Teachers	27/05/2019	27/05/2019	75
Talk by Adv.Hareesh Vasudev - In association with Indian Society for Cultural Co-operation and Friendship (ISCUF), Department of physics conducted a talk by Adv.HareeshVasudev at Mangalavanam Bird Sanctuary - Department of Physics	13/12/2019	13/12/2019	32

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

A Green Protocol with a specific set of measures is implemented across all the Departments and Offices on the campus. The College has adopted a number of green practices on the campus for ensuring environmental consciousness and sustainability. Clubs such as Nature Club and the ENCON Club enable the students to share their responsibilities in maintaining a healthy environment and to take steps to avoid environmental degradation in their individual capacity as well as in a group. Eco-friendly materials are used for decorations and honouring guests. Steel glasses have replaced disposable glasses in the canteen and Cloth banners are used for all occasions. . The College also started digitizing documents to reduce the use of paper in administrative activities. The College has made significant initiatives to fulfill the slogan in the Green Protocol -Reduce, Reuse, Recycle. Most Departments facilitate online submission of project reports and assignments as an important step towards reducing paper usage in campus. Uploading learning materials on E-Learning Platform is also another step toward making the campus eco-friendly Segregation of bio and non-biodegradable waste at source, prohibition of burning plastics, planting of plants on the campus etc. are other practices to enhance the green campus. Awareness Programs, Poster Designing competitions, Observance of World Environment Day, Ozone Day, Wetland Day, Workshop on eco-friendly pens, paper bags and cloth bags, use of solar panels to minimize the usage of electricity, Energy saving LED lights, etc. are the various initiatives of the College to enhance the environmental, economic, and social well-being of communities, minimize use of natural resources and reduce its impact on the environment. Clean Green Campus is the watchword of St Albert's College (Autonomous). The College maintains the campus green, clean and eco-friendly. The College celebrates all days connected with nature and the environment and invites eminent environmentalists and activists to deliver lectures. "One Plastic Bag Less", an initiative in association with the Cochin Shipyard and Times of India was conducted. Students were stationed at various venues in the city, requesting people carrying plastic bags to replace them with ecofriendly jute bags that were provided with a printed message One Plastic Bag Less. In solidarity with the Honorable Prime Minister's Swachhata Abhiyan, the College organized the Albertian Swacchata Mission in association with Kochi Corporation and Kochi Metro Rail Limited. The College practises Hazardous Wastes Management. The Department of Chemistry is currently managing chemical wastes by reducing the use of toxic chemicals in practical classes. Analyses involving toxic metals are removed from the syllabus of practical classes. Organic chemicals used for practical classes are reduced in volume. Solvents used for the analysis are recycled.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Digital Campus - It was on August 20, 2014, that Prime Minister Shri. Narendra Modi gave approval for Digital India, a flagship programme of the Government of India with a vision to transform India into a digitally empowered society and knowledge economy. St. Albert's College (Autonomous) has always considered digitalization as one of the prerogatives in institutional development, and initiated its digitalization process in the same year, starting off with admissions. The College Management has given priority to the vision of the National Mission on Education through ICT (NMEICT) to leverage the potential of ICT, in teaching and learning processes for the benefit of all learners. Keeping up with Kochi evolving as a smart city, St. Albert's College (Autonomous) also aims at becoming smart, beginning with educational initiatives and then spreading to other aspects too. Title of the Practice: Drishti - "Drive for the Digital" Objectives of the Practice: • To align ourselves with the national mission - Digital India. • To develop an in-house

ERP Solution. • To develop a tailor-made E-learning platform for St. Albert's College. • To enable blended learning. • To impart technology based education to students. • To enhance the digital infrastructure of the campus, to promote online learning. • To design and create a full-fledged examination module incorporating the processes from question bank creation till grade card generation. • To transform the college to a paperless campus. • To expand the e-governance practices in the campus. • To digitalize the various processes of the College to enhance transparency and avoid duplication. • To improve the digital literacy and digital skills of the students. The Context: St. Albert's College has always considered nation building as one of its missions and hence the Digital India Programme was given priority in its Institutional Development Plan. The management and IQAC of the College have taken special attention to bring in state-of-the-art facilities to equip the college to be digitally smart in every aspect including educational services, management information systems, digital documentation for the paperless office, examinations etc., to name a few. The College has been in the forefront in equipping the teaching and student communities with updated skills in the realm of information technology giving utmost importance to the smooth conduct of blended learning as envisioned by the UGC. This has initiated a transformation in the teaching and learning processes of the Institution, as well as the competence of students in their respective streams of learning. The Practice: In the academic year 2019-20, the College added several new features to the EduAlberts Portal, thereby improving the digitalization process which was initiated in the year 2014-15. Adding to the existing features, the college added more features such as Online Students Grievance Portal, E-Filing System, the Learning Management System and Student Transcript generation. Online Student Grievance Portal was added to the EduAlberts Portal. This enabled students to submit their grievances through the portal as well as track the progress of the grievance redressal process through the same. E-Filing System was added to the EduAlberts Administration Portal, which enabled the administrative office to file all the necessary documents in a paper less manner. This would aid the easy retrieval of the stored documents at a later point in time if needed. The College also started the process of developing its own Learning Management System in the academic year 2019-20 to help students gain access to their lessons and study materials online. The Learning Management System also helped the college get closer to the achievement of effective blended teaching-learning process. Generation of Student Transcripts was added to the EduAlberts Examination Portal. Through the establishment of the same, generation of transcripts became easier and faster so that the students were able to receive the transcripts without much delay. In 2019-20, the network bandwidth of the college was increased from 1000Mbps to 1800Mbps, improving the smoothness of all digital activities associated with the Institution. Evidence of Success: • Students made use of the online grievance portal to submit grievances. Positive feedback was given by students regarding this facility. • Generation of student transcripts using the online portal received with positive feedback from the students as the transcripts were available faster. • Network bandwidth was increased, giving access to more users at the same time. • Problems Encountered Resources Required: • Dedicated facilities for e-content generation are required as quality E-content is required for the LMS system. 2. Sparsh: Solidifying Solidarity - Objectives - 1) Induction of Social Outreach Committee with the aim of organizing outreach programmes of departments. 2) Help bridge gaps found in accessibility to basic requirements in society. 3) Ensure committed continuation of previously initiated outreach activities. 4) Actively participate in the field with communities for the upliftment of society. 5) To generate a deeply ingrained urge to be informed about and be involved in community issues and causes among faculty/students. 6) To promote a spirit of solidarity with the oppressed, those in need and the under-privileged, among faculty/students. 7) To foster spontaneous and joyous response to volunteering

and social action. 8) To ensure participation and awareness of stakeholders within and outside the Albertian community. 9) To provide creative ways to tackle issues affecting general social wellbeing such as environment protection, academic and social extension, gender sensitization, energy conservation. The Context - St. Alberts College (Autonomous), Ernakulam takes Social Outreach as more than a responsibility. The students and staff of the college have always been deeply involved in various outreach activities in society. Slowly, these activities were organized, branching off into separate department and college level activities. Keeping in line with the motto of the college, the Albertian family takes outreach to the heart of its action plan.

In truth and service. Practices - Environmental Sustainability • General Activities: Various Departments, the NSS and the NCC Army, Naval Air wings of the college conducted various activities such as awareness seminars programs workshops on paper bag making and paper pen making to stick with the message of ensuring environmental sustainability. • "One Less Plastic Bag" is an initiative in association with the Cochin Shipyard and Times of India. Students were stationed at various venues in the city, requesting people carrying plastic bags to replace them with ecofriendly jute bags that were provided with a printed message One Less Plastic Bag. • Filament Free Campus: Under the efforts of the Social Outreach and Community Engagement Wing of the college, following an extensive survey and audit conducted by the members of faculty, the college was declared a Filament Free Campus by Shri. M M Mani, Honorable Minister for Electricity, Government of Kerala. • Albertian Swachhata Mission 2019: In connection with the Honourable Prime Ministers Swachhata Abhiyan College organised Albertian Swachhata Mission in association with Kochi Corporation and Kochi Metro Rail Limited. o "Swachhata Swayam" - Personal Hygiene Cleanliness Awareness classes by tutors, Poster making competition, exhibition and elocution competition on "Personal Hygiene", o "Swachhata Kudumbam" - Hygiene Clean Family #MyCleanHomeChallenge and publication of e-handbook on - "Personal Hygiene" o "Swachhata Changathikootam" - Hygiene Clean Hangout Places near the student houses with their friends o "Swachhata Classroom"- Hygiene Clean Classrooms Cleaning Class rooms, Departments, Labs and offices Preparation of Cleaning Time Table (Monthly) in each classroom and Formation of Class Room Cleaning Committee o "Swachhata Kalalayam" - Hygiene Clean College Inauguration of Segregated Waste Management System o "Swachhata Naadu" challenge where students and the staff members of the college cleaned the Banerjee Road from Highcourt Junction to Lissy Hospital Junction, St. Albert's Lane, IS Press Road and Mahtama Gandhi Road till Mahatma Gandhi Road Metro Station. o "Swachhata Rally" All the departments of the College organised Swachhata Rally from designated area of each department to St. Albert's Sports Campus, Kaloor Helping Society and Medical Assistance • Chellanam Sea Wall: Students of St. Albert's College (Autonomous) visited Chellanam, badly hit by the fury of the sea, and actively assisted natives, the Police and other volunteers in filling geo-bags and setting up a sea wall to protect the communities from the inflow of sea water. • Hands on Training: Fisherwomen working under Society for Assistance to Fisherwomen (SAP) were selected for a training programme conducted by NIFPHATT a Central Government Organization along with SAAF Society and the Fisheries and Aquaculture Department of the college. • Under Unnat Bharat Abhiyan: 7 villages, Ernakulam, Kadamakkudy (CT), Nayarambalam, Edavanakkad, Elamkunnapuzha (CT), Ezhikkara and Kottuvally (CT) were adopted and extension activities including socio-economic status surveys, medical camps and workshops with the support of City Hospital and Lourdes Hospital, activities to up-bring differently-abled children in the community, distribution of essentials, study materials and assistive facilities to the schools, fests and flash mobs by differently-abled children and drug awareness workshops with the regional Excise Office were conducted. • Aathmadeep: Academic Extension Program involving training on soap making and fresh flower arrangement, initiated a few years back by the Department of

Chemistry and Research Center. This aimed at empowering young women with a vision of 'Earning with Learning.'

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

<https://www.alberts.edu.in/wp-content/uploads/2021/12/Best-Practices-2019-20.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

Jnanam Sarvajanartham (Knowledge for All) - In continuation to the unique practices adopted by the College in addressing local needs, the College started ten more Vocational UG programmes Travel And Tourism, Retail Management, Fitness Management Personal Training, Commercial Aquaculture, Fish Post Harvest Technology Management, Medical Psychiatric Social Work, Professional Accounting Taxation, Software Development, Sports Nutrition and Physiotherapy and Journalism Mass Communication. Two Vocational PG programmes Logistics Supplychain Management and Renewable Energy Management and an integrated PG programme aiming at the contemporary market of big data analysis were also started. The College continued executing innovative teaching practices with the use of ICT and smart classes and implemented a new e-learning platform with staff-developed content. New certificate programmes and online courses were also started. A syllabus revision was initiated for UG and PG programmes and the Examination Platform of the college was fully automated. OJTs and internships were made mandatory for required UG programmes. A number of MoUs and academic collaborations were initiated with many industries and institutions The College received sanctions from UGC for starting five more PhD programmes in Management Entrepreneurship, Commerce, Physics, English and Physical Education, and initiated the necessary steps to start these Programmes. The College offered a provision for Post Graduate students from other colleges to do their projects under the supervision of teachers here. Post Graduate students of the college completed their projects in premier institutes in India with scholarships. A science exhibition named Albertian Educational Expo was conducted by the college where talented youngsters from schools and colleges presented their innovative ideas. The College conducted the Albertian Knowledge Summit, its annual international conference on multidisciplinary research, where delegates and scholars from different parts of the globe gathered online and shared their research output, knowledge and ideas in various disciplines. Various Departments constituted Journal Clubs for PG students to ensure their engagement with articles from reputed journals. The College was one of the earliest initiators of webinars during the lock-down. The webinars focused on current issues in various disciplines. More than 200 webinars, workshops, lecture series etc., were conducted. Furthermore, Walk With the Scientist, Meet the Alchemist are some of the highly successful academic extension programmes of the College that cater to students who exhibit outstanding aptitude and talent in different learning areas. In addition, the College offers skill and competency development programmes like the Albertian English Learning Programme, Civil Service Grooming Programme and Albertian Happiness Programme for our UG students and Pioneer Build-up and Junior Scientist Programmes for high school students. As part of Subiksha Kerala Suraksha Padhathi, a programme aiming at food security, the College organized a series of panel discussions focusing on micro small scale industries, livestock, agriculture and fisheries where stakeholders from various sections participated. Therefore, St Albert's College (Autonomous) adopts a comprehensive approach to teaching where educators seek to address students' emotional, social, ethical, and academic needs in an integrated learning

format.

Provide the weblink of the institution

<https://www.alberts.edu.in/wp-content/uploads/2021/12/Institutional-Distinctiveness-2019-20-1.pdf>

8.Future Plans of Actions for Next Academic Year

• Upgrade Question Bank incorporating Bloom's Taxonomy and Course Outcomes • Promote research through seed money, workshops etc. • Promotion of Innovation Eco-system • Infrastructure Augmentation • Introduce new academic Programmes considering demand and National Education Policy • Enhance international partnerships and collaboration and student exchange programmes • Promotion of innovation eco-system and more incubation initiatives • Update the teaching learning process in line with the advancing IT technology and making the use of software with advanced facility to prepare ICT lessons. • To introduce examination reforms such as online examination in order to expose students to this practice • To introduce a scheme for the faculty members titled Albertian Seed Grant for Research (ASGR) aiming at promoting research culture among the faculty members • Organize inter and intra institutional workshops/seminars on quality related themes related to the 7-criteria outlined by NAAC. • To introduce more Vocational Programmes so as to achieve recognition and respect to India's vibrant youth and make them more employable- ready as per industry standards, thereby maneuvering the skills, labor and employment landscape of India. • To have year-long Platinum Jubilee celebrations including public events and community activities, as well as moments of reflection on the College's 75 years of service to society