



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		St. Albert's College (Autonomous)
• Name of the Head of the institution		Dr. Bijoy V. M.
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone No. of the Principal		04842394225
• Alternate phone No.		8330833334
• Mobile No. (Principal)		9497024627
• Registered e-mail ID (Principal)		principal@alberts.edu.in
• Address		PB No 3043 Banerjee Road
• City/Town		Ernakulam
• State/UT		Kerala
• Pin Code		682018
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)		09/03/2016
• Type of Institution		Co-education
• Location		Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr.Krishnakumar K S				
• Phone No.	04842390044				
• Mobile No:	9645738753				
• IQAC e-mail ID	iqac@alberts.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.alberts.edu.in/iqac/iqac-aqar/				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.alberts.edu.in/wp-content/uploads/2023/06/HandBook_2022-2023.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.00	2016	29/03/2016	30/12/2021
Cycle 2	A	3.23	2009	31/12/2009	30/12/2014
Cycle 3	A	3.24	2003	21/03/2003	30/12/2009
Cycle 4	A	3.20	2023	19/05/2023	18/05/2028
6.Date of Establishment of IQAC			01/06/2005		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	01/06/2022	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year		4	
Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?		Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report		No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?		No	
If yes, mention the amount			
11.Significant contributions made by IQAC during the current year (maximum five bullets)			
1. Feedback 2. Academic Retreat and Strategic Planning 3. Albertian Knowledge Summit 4. NIRF participation 5. AISHE participation			
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:			
Plan of Action		Achievements/Outcomes	
Student Feedback System		Completed	
Deeksharambh		Conducted	
Albertian Star - Best Outgoing Student		Conducted	
Academic Retreat and Strategic Planning		Conducted	
Academic and Administrative Audit		Completed	
Faculty Induction Programme		Conducted	
Albertian Knowledge Summit		Conducted	
NIRF participation		Submitted	
AISHE participation		Submitted	

13. Was the AQAR placed before the statutory body?	Yes				
Name of the statutory body					
<table border="1"> <tr> <td>Name of the statutory body</td> <td>Date of meeting(s)</td> </tr> <tr> <td>Executive Committee</td> <td>09/06/2023</td> </tr> </table>	Name of the statutory body	Date of meeting(s)	Executive Committee	09/06/2023	
Name of the statutory body	Date of meeting(s)				
Executive Committee	09/06/2023				
14. Was the institutional data submitted to AISHE ?	Yes				
Year					
<table border="1"> <tr> <td>Year</td> <td>Date of Submission</td> </tr> <tr> <td>2022-23</td> <td>03/04/2024</td> </tr> </table>	Year	Date of Submission	2022-23	03/04/2024	
Year	Date of Submission				
2022-23	03/04/2024				
15. Multidisciplinary / interdisciplinary					
St. Albert's College (Autonomous) affiliated to M. G. University, Kottayam, is an institution which is multidisciplinary, offering programmes in Arts, Science, Commerce, Humanities, Social Sciences, Management and Vocational Education. The institution offers programmes as per the curriculum framed by the parent University under the Choice Based Credit System. The pedagogy followed has an increased emphasis on communication, discussion, debate, research, and opportunities for cross-disciplinary and interdisciplinary thinking. Programmes and courses are designed in such a way that students get maximum flexibility to choose elective courses offered by other Departments. In addition, various departments offer certificate programmes that combine theories with application and science and humanities with fine arts. Value-added courses like Albertian English Language Programme (AELP) and Albertian Happiness Programme (AHP) are offered at the institutional level to develop all capacities of human beings, that is, intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Also, credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based education are included in the curriculum. Furthermore the participation of students in NSS, NCC, interdepartmental arts and sports competitions ensures that the curriculum brings out the unique capabilities of each student. Opportunities are availed for student internships with local industry for practical experience of					

learning and employability enhancement. The College also undertakes extension and social outreach activities which call for community engagement and service. Consultancy and research projects in association with industry and businesses are initiated by the institution to cater to social needs. Technical innovations in teaching and learning are encouraged to bring flexibility to the curriculum. The College also has plans to offer new generation courses and multidisciplinary bachelor's programmes along with an option to exit and enter the programme at any time.

16.Academic bank of credits (ABC):

With the goal of digital transformation in the education domain, our college is registered in the Academic Bank of Credits(NAD ID: NAD079529), facilitating seamless credit transfer and recognition of learning achievements for our students. Being registered in the Academic Bank of Credits is a testament to our commitment to providing flexible and dynamic learning opportunities for our students. This innovative platform allows students to accumulate credits for the courses they complete, which can be transferred across different institutions within the academic ecosystem. By participating in the Academic Bank of Credits, our college ensures that our students' educational journey is not only recognized and validated but also contributes to their academic and professional advancement. It promotes mobility and flexibility, empowering students to tailor their educational path to their unique aspirations and circumstances.

17.Skill development:

The institution has been giving increased attention to vocational education considering the vital role this skill sector plays in the development of the Indian economy. The vision of the College is rooted in providing high-quality holistic education to develop human resources as global citizens. Curriculum design takes utmost care in offering courses catering to life and transferable skills. Conforming to this policy, the institution has been running vocational courses and programmes (12 B. Voc. and 2 M. Voc. programmes) since 2014 and admissions are in full swing. All these programmes got incepted in a phased approach depending on the local/regional need-demand analysis and evaluating the market expectations and aspirations of the youth. These programmes are much sought after and every year, more and more students are registering for the same. The vocational education courses are aligned with the National Skills Qualifications Framework (NSQF) to ensure desired competency levels. The curriculum for all these programmes fulfils the necessary competencies required for specific job roles.

Vocational education is carried out in ODL/blended/on-campus modes to enhance efficiency and flexibility. On-the-job training (OJT) and internships are also included in the curriculum to enhance the employability skills of the graduates. The Institution focuses not only on technical knowledge but also on soft skills. The College has numerous clubs and student associations dedicated to fine arts, literature, languages, sports and games. Active participation in the same earns extra credits to students. Activities promoting physical fitness and emotional wellbeing are also part of the curriculum. Department-centred workshops and training programmes are also organised on a regular basis in areas related to entrepreneurship, language and communication, re-skilling and up-skilling and personality development. Furthermore, a multitude of activities and competitions are organised for students which call for problem-solving, communication, critical thinking, creativity, teamwork and collaboration. Albertian English Language Programme (AELP) and Albertian Happiness Program (AHP) also play a major role in soft skill development among students. These programmes organised by the internal faculty team of the College are mandatory requirements for a student for completing a degree programme. These unique customised programmes aim at the holistic development of students. The teaching-learning processes also strive to integrate humanities with STEM and have led to positive learning outcomes. Students have reported increased critical and higher-order thinking, content mastery, problem-solving, and improved visual-spatial reasoning, teamwork and communication skills.

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

At St. Albert's College (Autonomous), we believe in embracing the rich tapestry of Indian knowledge. We offer courses taught in Indian languages, ensuring accessibility and inclusivity. Cultural immersion activities conducted every year such as the 'Ethnic Day Celebration', allow students to deeply connect with our heritage. Our B.Voc Fitness Management and Personal Training programme, with its associated course on Yoga, underscores the significance of IKS in fostering physical and mental well-being. Also, Our college celebrates World Yoga Day on campus, highlighting the profound significance of yoga in Indian Knowledge Systems. Through events and activities, we honor this ancient practice's contributions to holistic well-being.

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

The College has implemented OBE with the restructuring of the curriculum to align with planned course outcomes, programme-specific

outcomes and programme outcomes. Appropriate instructional delivery strategies and assessment modalities are incorporated to measure the learner in terms of attainment of the planned goals. Bloom's taxonomy of educational objectives is being followed to plan and revise curricula, test the relevance of course goals and objectives, design instruction, assignments, and activities, and develop authentic assessments. The OBE-based feedback mechanism is also in place.

20.Distance education/online education:

The College has an e-learning portal and a YouTube channel to its credit and faculty members are encouraged to create a digital repository of their classes in the intranet digital repository 'edualberts e-Learning portal' (See: <https://elearning.alberts.edu.in/>). More than 300 video lectures in 30 disciplines have been recorded in the in-house recording studio ('Accordion') and are an asset to students, scholars and academicians. Furthermore, courses are offered by the faculty in NPTEL, SWAYAM and MOOC platforms. Online education any time, anywhere and at any age has become our focus.

Extended Profile

1.Programme

1.1 **53**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **3656**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1298**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

3656

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

1578

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

216

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1 **53**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1 **3656**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1298**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **3656**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1 **1578**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	216
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	216
Number of sanctioned posts for the year:	
4.Institution	
4.1	396
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	94
Total number of Classrooms and Seminar halls	
4.3	334
Total number of computers on campus for academic purposes	
4.4	299.78
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Albert's College (Autonomous) aims to provide a comprehensive and inclusive education that fosters the development of proficient, alert, ingenious, innovative, and humane individuals. The curriculum is designed to produce trendsetters who challenge prejudices, cultivate curiosity, and inspire social change. The curriculum is aligned with local, national, regional, and global needs, ensuring its relevance to the evolving requirements of

society. The curriculum adheres to learning objectives based on guidelines from UGC, AICTE, and Mahatma Gandhi University, Kottayam, with valuable input from stakeholders, industry experts, and alumni shaping the development process.

The curriculum follows the Revised Bloom's Taxonomy, necessitating extensive institutional learning through faculty training. Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) were aligned with national and global mandates, emphasizing high-quality education, lifelong learning, critical thinking, problem-solving skills, effective communication, and community collaboration.

Core and Major Elective courses contribute to disciplinary knowledge, technical and analytical skills, and students' employability. The curriculum identifies cutting-edge tools, preparing students for careers contributing meaningfully to nation-building. Activities such as internships, field trips, research projects, and demonstrations enrich the syllabi.

Foundation Courses, including the Albertian English Language Programme (AELP), Albertian Happiness Programme (AHP), and Value-oriented Programs like Social Work and Journalism, sensitize students to diversity, promoting inclusiveness and harmony. The curriculum offers vertical and horizontal flexibility, ensuring comprehensive and integrated progress.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://www.alberts.edu.in/wp-content/uploads/2024/01/1.1.1.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

11

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

199

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

117

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

32

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The College prioritizes value-based education, women empowerment, gender sensitization, and skill development. It integrates professional ethics, gender equality, human values, and environmental sustainability into its curriculum and activities. Various courses such as Women's Writing, Environmental Studies, and Indian Constitution: Social Issues in India, alongside clubs and outreach programs, foster awareness and action on these issues. Students are encouraged to become proactive agents of change in society. Programs like the Albertian Happiness Programme and courses like Environmental Economics equip students with the tools to navigate ethical dilemmas and environmental challenges. The College commemorates events like International Women's Day and Human Rights Day and engages in community service during crises like the Kerala Floods and Okhi Cyclone. Through a holistic approach to education, the College aims to produce socially responsible individuals capable of addressing contemporary challenges while upholding ethical principles and promoting sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

1

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1156

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

766

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1340

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

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

396

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Once the students are admitted into the institution, they are tested for their aptitude and knowledge. The newly admitted students had to take the Bridge Course, which is a preparatory course designed and conducted by all the Departments of the College. The Bridge Course gives students the confidence and Page 16/65 27-02-2024 08:58:33 skills to successfully transition to college and a new curriculum. In addition, an Entry-level Test is conducted for all students on admission to a Programme. This assessment test is administered to understand the larger horizons

of the students' learning levels. Based on the scores attained, students are grouped as slow and advanced level learners. The advanced learners are motivated to attend skill development programmes and trained to crack competitive examinations and eligibility tests such as NET, SET, CSIR and Civil Service. Advanced learners are encouraged to participate, present and publish research papers at various national and international conferences. The programme Walk with a Scholar (WWS) has been designed to arrange specialized mentoring programmes for such students. The College initiated full-time residential degree level Civil Service Grooming Program (CSGP) in 2017. Remedial programmes are conducted for slow learners in which they are given extra coaching through remedial classes, assignments, seminars, tests and peer group study, to enable them to keep pace with the classroom teaching and learning.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/11/2022	3685	216

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential Learning includes various learning methods such as Field Trips and Study Tours, Albertian Expo Lab Activities (Virtual and Real), Internships, Skill Development Programmes, Outreach/ Extension activities, Audio- Visual Learning in Classrooms, Hands-on Training etc. Participative Learning enables the students to develop new ideas in an atmosphere created by the teacher. It enables them to gain various professional and civic values. . The College has adopted different methods such as

group discussions, group projects etc. Students are also trained to develop skills like identifying a problem/task, evaluating it and applying the right technique to solve it through: Workshops Quizzes Case Study Methods Coaching for Competitive Exams

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	https://www.alberts.edu.in/naac-category/2-3-1-student-centric-methods/

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College has A well-equipped recording studio-Accordion is a space used by teachers to produce a roster of quality educational content which becomes a key source of learning for the student community not limited to the college. The college has its own Learning Management System, the Albertian e-Learning platform, which holds learning content such as presentations, accessible to learners round the clock. The teachers and students also use numerous national and international online journals through J-Gate, N-LIST, Inflibnet, MOOC, NPTEL, Virtual Lab, CMFRI Repository, CIFT Repository, Inflibnet, OWL, Shodhganga, Pathsala, vlab, Hyperphysics, Kickstart, E-Books, Physiology Software, Document Reader, EBSCO, JSTOR, e-Gynkosh etc Smart Interactive Panels installed in all classrooms, assist teachers and students by providing facilities to make presentations in all classes, along with easy access to online resources such as journals, articles, videos, films and documentaries.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.alberts.edu.in/naac-category/2-3-1-student-centric-methods/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Process of preparation of the Academic Calendar: Every year the academic calendar is prepared and planned well in advance before the start of the forthcoming academic year. This is done by a designated committee of the College with inputs from the Office of the Deans, Principal, Vice Principals, Controller of Examinations and the Internal Quality Assurance Cell. It encompasses information regarding the dates of inception of the academic year, sessional examinations, open house, end-semester examinations, institution holidays and vacations and other scheduled activities such as Departmental seminars, workshops, invited talks, interdepartmental, intra-departmental and inter-collegiate competitions, activities of the associations, alumni, placement cell and PTA meetings planned for the year. The course teaching plan for the semester is prepared by the course teacher(s) and this is reviewed by the Head of the Department. The course teaching plan delineates learning objectives, number of sessions, session-wise coverage, particulars of internal assessment components, etc. Through regular department meetings, the Head monitors the progress of the course as per the teaching plan. Utmost care is taken by all teachers to complete the teaching of the syllabus content successfully, as per the teaching plan which includes both offline and online instructional hours. Learning materials are uploaded on various platforms to ensure an effective student learning experience.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

216

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

69

File Description	Documents
List of number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

862

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

28

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

267

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

An indigenously developed ERP system named EduAlberts for the smooth conduct of examination-related activities was developed in 2016. This system integrates the overall activities of examinations. It starts with students' admission followed by attendance entry, internal marks evaluation, hall ticket generation, barcode generation, question bank preparation, generation of question papers, invigilators list preparation, valuation, publication of results, malpractices, tabulation, preparation of semester grade card, consolidated grade card and transcript. Systematic updation of attendance in the portal helps students and teachers to be cognizant of the percentage of students' attendance. The portal also caters to addressing the grievance of students by providing provisions for condonation. The portal for Open Course selection was developed and incorporated into the ERP system in 2019. This ERP system includes a separate Question Bank for each course. The evaluation of Question Bank is to be done on two levels: Internal level evaluation and External level evaluation. Question papers for examinations are automatically generated from the Question Bank. In 2017, a system for monitoring the valuation progress was introduced. In 2020, automated transcript generation was

introduced. In 2021, a repository for generated question papers was introduced. This provides programme-wise / course-wise arrangements of question papers.

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

2.6 - Student Performance and Learning Outcomes

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

A teaching plan is maintained by the course instructor in which the course outcomes are recorded in detail. The COs are precise, measurable and spread across all cognitive levels of Bloom's taxonomy and they are communicated to the students through the introductory lectures delivered at the commencement of each semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.alberts.edu.in/programme-outcomes-programme-specific-outcomes-and-course-outcomes-2016/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The College has direct and indirect methods of assessing the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Strategies adopted to ensure attainment of POs, PSOs and COs are: Preparation and submission of Semester Plans and test question papers which ensure timely completion of portions and formative evaluation. Preparation of lesson plans along with participative instructional strategies. Careful selection of components of CIA such as written tests, MCQs, Quizzes, Presentations, Assignments, and Seminars.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1095

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

St. Albert's College (Autonomous) recognizes the importance of research and has continuously increased its research output over the years. The college has made a conscious effort to encourage a research culture among its faculty and students. The college has invested significantly in research infrastructure, which has resulted in more research output. The following infrastructure and facilities are available on campus for research:

- Two recognized research centers of KUFOS and five recognized research centers of Mahatma Gandhi University, Kottayam.

- Special laboratories such as the Complex including Aquarium and Hatchery, Farm Aquaculture, Laboratory of Biochemistry, DST-FIST Laboratory, Laboratory of Fisheries and Aquaculture, Laboratory for Micro-Biology and Pathology, Zoology, Chemistry, Physics, and Botany Laboratory.

- Centralized establishments.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://research.alberts.edu.in/research-policy/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

302000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

302000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/3-2-2-research-projects/
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

16

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

5

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	https://www.alberts.edu.in/wp-content/uploads/2022/09/3.2.4-Link-to-funding-agencies.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

St. Albert's College (Autonomous) is dedicated to fostering innovation and entrepreneurship among students by providing them with resources and knowledge to navigate the corporate world. The college has seven research centers offering PhD programs, providing infrastructure, support, and remote access to databases and networks. Seed funding and incentives are also provided to faculty members who achieve research milestones. The Albertian Incubation Centre (AIC) was established to promote innovation among students, offering functioning spaces for companies, expert mentoring, entrepreneurship awareness camps, training programs, seminars, and industry-academia interactive sessions. The college also engages in community development activities through the Albertian Foundation, which plans and organizes outreach programs to promote sustainable alternatives to plastic, raising awareness about environmental protection and labor dignity.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

14

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

40

File Description	Documents
URL to the research page on HEI website	http://www.alberts.edu.in/wp-content/uploads/2022/09/3.1.3-e-copies-of-the-award-letters-of-the-teachers.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

14

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

11

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

217

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

443667

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

56900

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	View File
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

St. Albert's College (Autonomous) is dedicated to providing quality education to students, aiming to create trendsetters who uphold the college's motto of "for truth and service." The college prioritizes building competencies for students to improve their quality of life and society. The Social Outreach and Academic Extension Committee, in collaboration with various departments, organizes various events, gender equity programs, talks, and activities to transform students into agents of change. During the 2018 flood, the college actively participated in relief efforts, providing basic necessities and utensils to affected communities. Students also conducted surveys to assess the impact of floods on biodiversity and livelihood. The college was honored with the Social Service award in 2019 by the Prof. K V Thomas Vidhyadhanam Trust and the Kerala Latin Catholic Association, Kottapuram Diocese, for its rehabilitation work and trauma care in flood-affected areas. The college aims to provide an environment that promotes the holistic development of individuals who can contribute to the nation-building process and humanity's progress. Over the years, the college has developed socially accomplished, professionally seasoned, and intellectually competent individuals for the development of the country.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

59

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2106

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

1

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

60

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College encompasses five distinct campuses: the Main Campus, Sports Campus, Albertian Institute of Management (AIM), and Aqua Farms, spanning a total area of 23.13 acres. It boasts 87 classrooms accommodating 30 Undergraduate Programmes, 15 Postgraduate Programmes, one Integrated Programme, and 8 research centers, with 14 programs held in the afternoon. Among these classrooms, 51 are equipped with LCD facilities and all have WI-FI/LAN access. Additionally, seven seminar halls, including three air-conditioned ones, facilitate extension lectures, seminars, and workshops. Noteworthy venues like the Main Auditorium (Papali Hall), open auditorium (Baccinelli Hall), and open air stage host academic and cultural events. The Wellness center prioritizes the physical and mental well-being of students and staff. The Sports Campus supports athletic training and the BVoc Fitness Management and Personal Training Programme. The IT infrastructure includes LMS platforms, desktops, laptops, servers, and ICT tools. Laboratories cater to science departments, postgraduate, and

research programs, with specialized facilities for chemical, physical, computer, mathematical, and life sciences. The Main Library, spanning two floors with 791 Sq. m., accommodates 280 individuals and offers access to e-resources and rare books. Computer labs, including an IoT lab and recording studio (Accordion), enhance technological learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-1-1-infrastructure-and-physical-facilities-for-teaching-learning-viz-classrooms-laboratories-computing-equipment-etc/

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

St. Albert's College boasts a variety of facilities to enhance the overall student experience. The main auditorium, Papali Hall, along with the open auditorium, Baccenelli Hall, and five halls, provide ample space for cultural events. These venues are equipped with sound systems, mixers, projectors, and LCD displays to support various activities. The college also prioritizes sports and fitness, offering playgrounds for multiple sports, indoor courts, and a state-of-the-art gymnasium. Students can participate in intra-departmental and inter-departmental competitions, as well as national and international events. The institution's commitment to holistic health is evident through the provision of yoga training facilities, a Wellness Centre in collaboration with Lourdes Hospital, and a Chapel for spiritual nourishment. Additionally, the college has embraced technology by establishing Accordion, a recording studio, to support online learning initiatives. St. Albert's College continues to evolve, ensuring education is accessible and enriching for all.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-1-2-the-institution-has-adequate-facilities-for-cultural-activities-yoga-games-and-sports/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

57

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

23749716.00

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The College Library is a vital resource for the academic community, with the Main Library spanning two floors over 791 m² and seating 280 individuals. An extension at the Albertian Institute of Management Campus covers 1088 sq. ft. Library automation began in 2001 with Book Magic, a fully automated Integrated Library Management System (ILMS). The new ILMS, KOHA,

is currently being implemented. The library holds over 3 lakhs of national and international journals, e-journals, and e-books. Department libraries offer immediate reference access, and a D-space Digital Repository houses institutional documents and more. The Digital Library provides access to subscribed e-resources like UGC, N-List, and EBSCO. Additionally, there are 50 computers with internet access, a reprographic facility, and plans for RFID entry cards. The library also offers a diverse collection of books, e-resources, and a plagiarism checker. A library committee oversees operations, ensuring regular updates and CCTV surveillance for security.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-2-1-library-is-automated-using-integrated-library-management-system/

4.2.2 - Institution has access to the following: A. Any 4 or more of the above
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

1606703.85

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

183

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

St. Albert's College has a robust IT policy aimed at supporting teaching, research, and administration through a secure digital environment. Individual servers for various functions, including applications, library software, and digital libraries, are backed by uninterrupted power supplies. Wired and wireless networks across all buildings ensure internet access for faculty and students, with the majority of classrooms equipped with Interactive Flat Panels and CCTV surveillance in key areas. The college's IT facilities encompass computers, laptops, printers, scanners, projectors, and intercom systems, along with a digital recording studio. Internet access is secured through individual authentication and MAC authentication. Six internet-equipped labs cater to students and teachers, while the conference hall is equipped for enriched teaching and learning experiences during events. With internet provided to all 384 workstations, monitored by a firewall, modern storage solutions like Dell EMC NAS Storage are in place for data storage and backup. Additionally, online web servers and e-learning platforms hosted in the cloud cater to student needs. RFID ID cards with encrypted data enhance security for staff and students. Recent upgrades include firewall protection and expanded Wi-Fi coverage, along with BENQ

Interactive Flat Panels for enhanced teaching experiences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-3-1-institution-has-an-it-policy-covering-wi-fi-cyber-security-etc/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3685	334

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development:

A. All four of the above

Facilities available

for e-content development Media Centre

Audio-Visual Centre Lecture Capturing

System (LCS) Mixing equipments and

software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-3-4-facilities-for-e-content-development/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

46224273.28

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

St. Albert's College implements a robust Systems and Procedures Policy to uphold and optimize its physical, academic, and support infrastructure. Guided by the Planning and Evaluation Committee (PAEC), the college ensures adequate resources and continuous enhancements to foster an ideal learning environment. Maintenance oversight rests with the Bursar, in collaboration with the Administrative Officer and department heads. Round-the-clock security personnel monitor campus safety, while CCTV surveillance bolsters asset protection. Budget allocation for maintenance occurs annually. A dedicated college mechanic tends to electrical equipment, and a carpenter promptly addresses furniture repairs. Infrastructure complaints are promptly recorded and resolved. Lab, classroom, and library facilities receive meticulous attention, with equipment tracked through stock registers and routine calibration. The library committee ensures optimal library functioning, while a dedicated IT team manages hardware, software, and cybersecurity. Sports facilities are maintained and upgraded by qualified staff, with first-aid kits readily available. Eco-awareness initiatives promote green practices. Regular inspections ensure canteen facilities meet standards, overseen by the Canteen

Committee. St. Albert's College maintains a comprehensive approach to facility management, prioritizing the well-being and academic success of its community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-4-2-there-are-established-systems-and-procedures-for-maintaining-and-utilizing-physical-academic-and-support-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

931

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

494

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development A. All of the above

and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	http://www.alberts.edu.in/wp-content/uploads/2024/04/5.1.3-Capacity-Enhancement.pdf
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1285

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

233

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

318

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

21

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

St. Albert's College (Autonomous), Ernakulam has a participatory governance system where the students and the teachers work together for the holistic development of the students. The Student Council is constituted each year and the members of the Council are elected by the class representatives who are elected by the students of their respective classes. The class representatives so elected will form the Electoral College, and they cast their vote to elect the members of the Student Council. The College Students Union comprises the Chairman, Vice-Chairman, General Secretary, Arts Club Secretary, University Union Councilors (2 Representatives), Magazine Editor, UG Representatives (from first, second and third years respectively), PG Representatives (from first and second year respectively) and Lady Representatives (2 representatives). The Office of the Dean, Student Affairs monitors the functioning of the College Union for the smooth conduct of the meetings and events. The main objective of the Student Council is to work with the College to provide support for the holistic development of the students by engaging them in various activities related to arts, sports, and culture so as to enhance their leadership skills.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

9

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The College has an active Alumni Association. The mission of the Association is to stimulate strong bonds with the Institution. Alumni Association coordinates the alumni and includes them in the development and growth of the institution. It creates networking opportunities through various activities to foster relationships among alumni, students, faculty and management. An Elected Executive Committee coordinates various activities of the association. The activities and contributions of the association are the following:

- 1. Helps the College in organizing invited lectures, national/International seminars**
- 2. Offers sponsorships and logistic support for various programmes and extension activities**
- 3. Emphasizes the need and importance of educating and moulding students into morally able, enlightened, socially responsible and self-reliant citizens**
- 4. Stresses the importance of alumnae gatherings and the role of alumnae in voluntary programmes like mentoring the students in their areas of expertise**
- 5. Plays a significant role in providing constructive feedback**

on various programmes offered by the college: their effectiveness and the expectations of the industry and the trajectory of advanced research.

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

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St. Albert's College, through distinct administration, institutional preparation and development, formulates strategies to improve the quality of higher education for students. Participative administration is evident through different committees functioning in the College.

The Governing Body is the highest statutory advisory body of the College.

The Academic Council ensures quality in academic activities such as the design & framing of curriculum and gives direction regarding methods of instruction, evaluation, and revision in academic values. All academic work of the College is monitored by the Academic Council by considering the suggestions from the Boards of Studies.

The Executive Committee (EC) meets every first, third, and fourth Monday to consider important matters and take appropriate decisions. This Committee comprises the EC members and the Heads of the Departments.

The Finance Committee provides financial oversight for the

Institution discusses the finalization of the budget proposals submitted by various departments and forwards the proposals to the Purchase Committee if necessary.

The Internal Quality Assurance Cell (IQAC) works for the development, application, and monitoring of quality benchmarks for various academic and administrative activities of the Institution. The IQAC also develops and maintains the institutional database through MIS to maintain and enhance institutional quality.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-1-1-governance-leadership-in-tune-with-vision-and-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

St. Albert's College has adopted a participatory style of governance to build commitment and develop initiatives within work teams. The College is decentralized to a great extent and has delegated responsibilities to the various Deans.

Office of the

Dean - Academics is responsible for the preparation of the academic calendar, monitoring the progress of class work, and syllabus coverage. The Office also receives, processes and maintains all records related to all the programmes offered in the College including curriculum, programmes and courses offered.

Dean- Research provides assistance to the faculty members to form successful collaborative research groups that integrate and support individual and team-based research.

Dean-Quality Assurance is responsible for the development and implementation of quality benchmarks for various academic and administrative activities of the institution.

Office of the Dean-Student Affairs provides general assistance to

students and is the liaison between the College administration, students and the Student Union.

Dean-Training and Development facilitates the creation of a learner-centric environment conducive to quality education and lifelong learning in the College.

Dean- Resource Mobilization is responsible to handle all matters relating to Governmental and Non-Governmental Funds.

Dean-International Affairs leads the development of the new initiatives and strategic partnerships and fosters global engagement.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-1-2-effective-leadership/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

St. Albert's College (Autonomous), Ernakulam has undertaken responsible investments in its physical infrastructure, prioritizing development and renovation while considering environmental impact. Ensuring proper infrastructural facilities aligns with the institution's long-term vision, emphasizing sustainability and accessibility. Stakeholder input and professional advice were sought to inform decisions, reflecting a collaborative approach to development. Expansion efforts have maintained the historic architectural integrity of the campus, with a focus on facilitating research while minimizing environmental impact. Strategic land acquisitions, such as the purchase of 10 acres at Vypin, Kerala, further support the institution's growth. Renovations and upgrades across various facilities, including Mellano Hall and the library, enhance functionality and accommodate increased capacity. New construction

projects, funded by RUSA, expand infrastructure and modernize laboratories. The integration of technology, such as smart interactive panels in classrooms, enhances teaching and learning experiences. Additionally, amenities like Café de Navarra and open-air gyms promote student well-being and enrich campus life. St. Albert's College demonstrates a commitment to responsible development, ensuring a conducive environment for education, research, and community engagement.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-2-1-effective-deployment-of-strategic-erspective-plan/
Upload any additional information	View File

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

St. Albert's College operates under a well-structured framework designed to efficiently implement policies and programs. Decision-making bodies, including the Governing Body and Executive Committee, oversee various aspects such as curriculum, examinations, and financial matters. Academic councils ensure the quality and relevance of educational offerings. The Internal Quality Assurance Cell focuses on strategic planning and quality improvement. Committees like Finance and Purchase oversee budgeting and resource allocation. Staff appointments adhere to government guidelines and college policies. Detailed policies cover areas like quality assurance, research, and student support, publicly available on the college website. Regular feedback mechanisms inform policy reviews and improvements. Administrative roles are organized under the Office Superintendent, coordinating various teams like ERP and finance. Reporting structures ensure smooth operations, with academic matters overseen by the Principal and administrative matters by the Secretary. The Student Council, guided by the Dean of Student Affairs, fosters collaboration and student involvement. This comprehensive approach ensures the college's smooth functioning and adherence to standards while promoting a supportive and inclusive environment.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.alberts.edu.in/wp-content/uploads/2022/10/Organogram-115.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-2-2-effective-functioning-of-institutional-bodies/

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College prioritizes the welfare and professional development of its teaching and non-teaching staff. It organizes national and international seminars, conferences, and training programs to enhance their skills and foster academic competitiveness. Faculty enhancement initiatives, including ICT training and seed money for research, are provided. Staff are encouraged to attend orientation and refresher programs for fresh perspectives. The College's Cooperative Society offers financial support through deposits, loans, and housing initiatives. Medical camps benefit students, teachers, and the public. Staff enjoy annual picnics, birthday

wishes, and festival celebrations, fostering a sense of community. Free Wi-Fi, computer labs, and parking facilities support teaching and research. Subsidized residential and hostel facilities, along with canteen services, are available. Staff benefit from ESI and EPF coverage. The Staff Club hosts a yearly family gathering, promoting camaraderie. These measures reflect the College's commitment to staff welfare, creating a supportive and enriching environment for all members of the Albertian community

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-3-1-effective-welfare-measures-for-staff/

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

St. Albert's College prioritizes transparency and accuracy in its financial operations, conducting both internal and external audits regularly. The Finance Committee, consisting of the Coordinator, Bursar, and Principal, meets frequently to prepare the budget for each academic year. Internal audits involve treasurers from various departments, while external audits are conducted by Chartered Accountants appointed by the college, currently K T Antony and Associates. Additionally, audits by the Deputy Director of Collegiate Education and the Accountants General of India ensure scrutiny of aided stream funds. The Public Financial Management System (PFMS) aids in fund allocation for projects like RUSA. Funding sources include grants from UGC, DST-FIST, DBT STAR College Scheme, and others, along with fee collections and government schemes. Various personnel oversee fund utilization, with coordinators appointed for specific schemes and research grants. Alumni funds are managed by an elected secretary, while management funds are overseen by the Bursar. Budgets are prepared annually based on allocated funds, and auditors' objections are addressed promptly, with necessary documents provided for clarification. An example provided shows the College's responsiveness to audit objections, ensuring accountability and transparency in financial matters.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-4-1-conduct-of-financial-audits/

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

St. Albert's College actively identifies various funding schemes announced by governmental and non-governmental agencies through multiple channels like social media, websites, and newspapers. The Principal, in consultation with the Executive Council, directs the Research Promotion and Ethics Committee to prepare proposals in line with specific guidelines. Faculty members are encouraged to apply for research projects, with proposals vetted by the Committee before submission. Major funding sources include UGC, NAAC, RUSA, and others, with funds also received from state government schemes and non-government sources. Successful examples include receiving Rs. 65 lakhs for DST-FIST support and Rs. 2 Crore under RUSA projects. The Finance Committee oversees infrastructure development funding, including utilizing solar electricity profits. College management funds are mobilized when necessary, with emphasis on optimal resource utilization, evidenced by tendering processes and periodic assessments. Separate bank accounts ensure proper utilization of UGC funds, with annual financial audits conducted. Student fees contribute to infrastructure and faculty salary, subject to annual audits. The College maintains a proactive approach to budgeting and fund utilization to ensure effective resource management.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-4-3-strategies-for-mobilization-of-funds/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC (Internal Quality Assurance Cell) of St Albert's College serves as a central coordinating body within the institution, aiming to ensure excellence in various aspects. It actively contributes to the improvement of the teaching-learning process by collecting and analysing feedback from stakeholders through online platforms annually. This feedback is utilized to enhance students' autonomy in learning and to improve the overall educational experience. The IQAC also organizes feedback sessions to encourage open communication and understanding between students and faculty. Additionally, it promotes the integration of technology, infrastructure, and support services to facilitate efficient teaching and learning. The IQAC conducts internal audits to evaluate the teaching-learning environment and facilities, seeking input from students, faculty, employers, and alumni to identify areas for improvement. Furthermore, it provides training sessions for faculty on innovative teaching methods, ICT integration, and digital literacy. The IQAC plays a significant role in reviewing and reforming the teaching-learning process to ensure quality enhancement and the achievement of learning outcomes. It sets standards for academic programs, encourages the use of technology in instructional practices, and promotes continuous professional development among faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-5-1-iqac-contributions/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The Internal Quality Assurance Cell (IQAC), St. Albert's College serves as a central coordinating body to ensure excellence in various aspects of the institution. It collects feedback annually through the EduAlberts online platform from major stakeholders and analyzes it to improve the teaching-learning process. The IQAC

organizes feedback sessions to enhance shared understanding and involvement. It also reviews the teaching-learning environment and facilities, seeking innovative ideas for improvement. The IQAC focuses on professional development, including training sessions on teaching practices, innovative methods, and ICT integration for faculty. It plays a significant role in introducing reforms for quality enhancement and evaluates the achievement of learning outcomes. Technology integration is emphasized to develop higher-order thinking skills among students and prepare them for societal and workplace changes. Additionally, the IQAC establishes standards for academic programs and encourages the use of the Learning Management System. Teachers are required to submit teaching plans online and are encouraged to think critically and creatively in their lessons

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-5-2-periodic-review-of-teaching-learning-process/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.alberts.edu.in/iqac/annual-reports/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

St. Albert's College upholds and promotes core values such as equality, inclusion, respect for human dignity, fairness, and justice for all individuals. The institution particularly values and supports a diverse range of talents across all genders. Recognizing the importance of acknowledging responsibility as a crucial step towards building a more inclusive society, the college is dedicated to fostering gender equity through the advancement of education for women, enhancement of life skills, empowerment, and provision of value-based education for the holistic development of students. Originally established as a Men's College, St. Albert's College transitioned towards inclusivity by admitting female students starting in 2006. Women now hold key administrative positions within the college, including roles as Deans, Heads of Departments, and members of various councils. The institution has implemented several initiatives to promote gender equality, such as offering courses focusing on gender issues and organizing events to raise awareness, including celebrations of national and international days like Women's Day and Zero Discrimination Day. To ensure the safety and well-being of women on campus, St. Albert's College has implemented various measures, including the presence of signboards addressing gender issues, female staff accompanying students on trips, and the establishment of committees for grievance redressal and medical assistance. The college also provides facilities like separate washrooms, counselling services, well-equipped common rooms, and safety measures during the pandemic period. These efforts reflect the institution's commitment to creating a

supportive and inclusive environment for all individuals.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/7-1-1-promotion-of-gender-equality/

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

St. Albert's College is dedicated to implementing sustainable waste management practices, focusing on the principles of reduce, reuse, and recycle. The campus efficiently categorizes waste into biodegradable and non-biodegradable types. To handle solid waste effectively, the college places three colored waste bins on each floor - red for plastic, green for paper, and blue for food waste. Additionally, the institution runs a biogas plant to convert food waste into biogas and uses a vermicompost pit to process compostable materials for plant growth, including shredded waste paper from the examination cell. Non-biodegradable waste is separated, collected in large bags, and given to scrap collectors. The college has made significant efforts to decrease plastic usage by substituting items like banners, glasses, bottles, and bags with sustainable alternatives. Various initiatives like webinars and workshops are organized to educate students and staff on effective plastic waste management practices. Liquid waste is channeled to the drainage system, while chemical waste is handled through reduced chemical usage and proper disposal methods. E-waste is gathered and sent to recycling centers, with specific measures in place for electronic waste management. The college actively promotes waste recycling through programs such as

"THOOLIKA" for paper pen making and "CARRY" under the "BHOOMIKA" project to encourage the use of paper bags and reduce plastic consumption. Additionally, workshops on palm pen making and cloth bag stitching are conducted annually to further reduce plastic usage and advocate for sustainability.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

D. Any 1 of the above

1. Green audit
2. Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions/awards
- 5.Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

A. Any 4 or all of the above

reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

St Albert's College (Autonomous) has established itself as a diverse institution that values tolerance and harmony across various cultural, regional, linguistic, communal, and socio-economic backgrounds since its inception. The college's motto emphasizes truth and a commitment to serving the student community and society. The administration focuses on nurturing morally upright and socially responsible citizens among its students, prioritizing their holistic development. The Albertian Happiness Project exemplifies this commitment, offering value-added sessions for first-year students. The Cochin Heritage Research Centre at St. Albert's College is dedicated to promoting studies on the life and culture of the Cochin region. The college recognizes the enriching educational experience that diversity and inclusion bring, welcoming students from diverse backgrounds. Initiatives like the Energy Conservation Week and Social Outreach Programmes instill ethical values and leadership qualities in students. The Equal Opportunity Cell addresses issues faced by students from marginalized communities on campus. Various clubs, associations, and departments promote equality, communal harmony, and diversity through awareness programs. Cultural events, seminars, workshops, and commemorative days further contribute to fostering a harmonious and inclusive environment at the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

St. Albert's College recognizes the importance of not only academically preparing students and honing their skills but also instilling in them a sense of social responsibility to become trustworthy citizens of the future. The college educates students about pressing social issues, such as climate change, racial and gender discrimination, and inappropriate behavior, while also emphasizing the constitutional values, rights, duties, and responsibilities of citizens. Various activities, including Constitution Day celebrations, National Anthem recitals, NCC parades, and parliamentary-style Union Elections, are organized to promote civic engagement and constitutional awareness among students and staff. Through these initiatives, the college aims to achieve sustainable development goals and enhance development indicators. Thematic sessions, disaster relief efforts, Covid-19 response activities, and community engagement programs further reinforce the values of human rights, gender equality, and civic responsibility among students, fostering a culture of respect, dignity, and contribution to the nation's political economy.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other

A. All of the above

staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

At St Albert's College, the day commences with the singing of the National Anthem, setting a patriotic tone for the students. The college fervently celebrates all national festivals to instill a deep sense of patriotism among its students, faculty, and staff. These celebrations serve as a platform to educate individuals about the significance of national unity and integrity in an engaging and participatory manner, amplifying the voices and actions of the youth. The institution is dedicated to upholding the values of nationalism, preserving cultural diversity, and honoring India's heritage. Various departments, along with the NCC and NSS wings, organize annual activities to encourage students to embrace practices that promote the ideals of unity in diversity. Additionally, the college observes a multitude of significant days with solemnity, including Constitution Day, Gandhi Jayanthi, and Republic Day, among others. Various awareness programs and events are conducted throughout the year to promote environmental conservation, social responsibility, and moral values. The college's vibrant NSS and NCC units play a pivotal role in organizing and coordinating these activities, fostering a disciplined and inclusive campus environment. Even during the pandemic, students actively engaged in online initiatives to uphold the values associated with important days, showcasing their commitment to character building and moral development. Academic programs, creative activities, and community engagement further contribute to nurturing a spirit of tolerance, patriotism, ethics, and inclusivity among the college community.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice - 1: Drishti - Drive for the Digital

Best Practice - 2: Sparsh - Solidifying Solidarity

File Description	Documents
Best practices in the Institutional website	https://www.alberts.edu.in/iqac/best-practices/
Any other relevant information	http://www.alberts.edu.in/wp-content/uploads/2024/04/7.2.1.-Additional-Digital-and-Sparsh-.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

St. Albert's College (Autonomous), offers a range of specialized programs to meet local needs, including Aquaculture, Industrial Fisheries, Industrial Chemistry, Logistic Management, Fitness Management, Sports, Nutrition and Physiotherapy, Renewable Energy, Journalism, and Mass Communication. Additionally, it provides M.Sc in Space Science and Technology and 14 skill development courses aligned with the National Skill Qualifying Framework to enhance

competencies, bridge skills gaps, and boost productivity and employment opportunities. The institution also houses a Learning Management System with 300 online courses to nurture critical thinking skills and offers various research groups like the Conservation Research Group and Sea Club to promote knowledge and awareness in areas like fish quality management and conservation. Furthermore, the College organizes events like the Albertian International Educational Expo and Albertian Knowledge Summit to empower students and promote research and innovation. It also focuses on fostering a culture of innovation and entrepreneurship through initiatives like the Albertian Incubation Centre and Albertian Computer Centre. Collaborations with academic and industrial partners, along with unique student support programs and community engagement activities, demonstrate the College's commitment to holistic education and societal development. Through various initiatives and partnerships, the College aims to produce well-rounded individuals who can contribute positively to society.

Part B
CURRICULAR ASPECTS
1.1 - Curriculum Design and Development
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.
St. Albert's College (Autonomous) aims to provide a comprehensive and inclusive education that fosters the development of proficient, alert, ingenious, innovative, and humane individuals. The curriculum is designed to produce trendsetters who challenge prejudices, cultivate curiosity, and inspire social change. The curriculum is aligned with local, national, regional, and global needs, ensuring its relevance to the evolving requirements of society. The curriculum adheres to learning objectives based on guidelines from UGC, AICTE, and Mahatma Gandhi University, Kottayam, with valuable input from stakeholders, industry experts, and alumni shaping the development process. The curriculum follows the Revised Bloom's Taxonomy, necessitating extensive institutional learning through faculty training. Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) were aligned with national and global mandates, emphasizing high-quality education, lifelong learning, critical thinking, problem-solving skills, effective communication, and community collaboration. Core and Major Elective courses contribute to disciplinary knowledge, technical and analytical skills, and students' employability. The curriculum identifies cutting-edge tools, preparing students for careers contributing meaningfully to nation-building. Activities such as internships, field trips, research projects, and demonstrations enrich the syllabi. Foundation Courses, including the Albertian English Language Programme (AELP), Albertian Happiness Programme (AHP), and Value-oriented Programs like Social Work and Journalism, sensitize students to diversity, promoting inclusiveness and harmony. The curriculum offers vertical and horizontal flexibility, ensuring comprehensive and integrated progress.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://www.alberts.edu.in/wp-content/uploads/2024/01/1.1.1.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

11

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

199

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

117

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

32

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The College prioritizes value-based education, women empowerment, gender sensitization, and skill development. It integrates professional ethics, gender equality, human values, and environmental sustainability into its curriculum and activities. Various courses such as Women's Writing, Environmental Studies, and Indian Constitution: Social Issues in India, alongside clubs and outreach programs, foster awareness and action on these issues. Students are encouraged to become proactive agents of change in society. Programs like the Albertian Happiness Programme and courses like Environmental Economics equip students with the tools to navigate ethical dilemmas and environmental challenges. The College commemorates events like International Women's Day and Human Rights Day and engages in community service during crises like the Kerala Floods and Okhi Cyclone. Through a holistic approach to education, the College aims to produce socially responsible individuals capable of addressing contemporary challenges while upholding ethical principles and promoting sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

1

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1156

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

766

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni		A. All 4 of the above
File Description	Documents	
Provide the URL for stakeholders' feedback report	https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/	
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded	
Any additional information	No File Uploaded	
1.4.2 - The feedback system of the Institution comprises the following		A. Feedback collected, analysed and action taken made available on the website
File Description	Documents	
Provide URL for stakeholders' feedback report	https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/	
Any additional information	No File Uploaded	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment of Students		
2.1.1.1 - Number of students admitted (year-wise) during the year		
1340		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)		

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Once the students are admitted into the institution, they are tested for their aptitude and knowledge. The newly admitted students had to take the Bridge Course, which is a preparatory course designed and conducted by all the Departments of the College. The Bridge Course gives students the confidence and skills to successfully transition to college and a new curriculum. In addition, an Entry-level Test is conducted for all students on admission to a Programme. This assessment test is administered to understand the larger horizons of the students' learning levels. Based on the scores attained, students are grouped as slow and advanced level learners. The advanced learners are motivated to attend skill development programmes and trained to crack competitive examinations and eligibility tests such as NET, SET, CSIR and Civil Service. Advanced learners are encouraged to participate, present and publish research papers at various national and international conferences. The programme Walk with a Scholar (WWS) has been designed to arrange specialized mentoring programmes for such students. The College initiated full-time residential degree level Civil Service Grooming Program (CSGP) in 2017. Remedial programmes are conducted for slow learners in which they are given extra coaching through remedial classes, assignments, seminars, tests and peer group study, to enable them to keep pace with the classroom teaching and learning.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/11/2022	3685	216

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential Learning includes various learning methods such as Field Trips and Study Tours, Albertian Expo Lab Activities (Virtual and Real), Internships, Skill Development Programmes, Outreach/ Extension activities, Audio- Visual Learning in Classrooms, Hands-on Training etc. Participative Learning enables the students to develop new ideas in an atmosphere created by the teacher. It enables them to gain various professional and civic values. . The College has adopted different methods such as group discussions, group projects etc. Students are also trained to develop skills like identifying a problem/task, evaluating it and applying the right technique to solve it through: Workshops Quizzes Case Study Methods Coaching for Competitive Exams

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	https://www.alberts.edu.in/naac-category/2-3-1-student-centric-methods/

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College has A well-equipped recording studio-Accordion is a space used by teachers to produce a roster of quality educational content which becomes a key source of learning for the student community not limited to the college. The college has its own Learning Management System, the Albertian e-Learning platform, which holds learning content such as presentations, accessible to learners round the clock. The teachers and students also use numerous national and

international online journals through J-Gate, N-LIST, Inflibnet, MOOC, NPTEL, Virtual Lab, CMFRI Repository, CIFT Repository, Inflibnet, OWL, Shodhganga, Pathshala, vlab, Hyperphysics, Kickstart, E-Books, Physiology Software, Document Reader, EBSCO, JSTOR, e-Gynkosh etc Smart Interactive Panels installed in all classrooms, assist teachers and students by providing facilities to make presentations in all classes, along with easy access to online resources such as journals, articles, videos, films and documentaries.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.alberts.edu.in/naac-category/2-3-1-student-centric-methods/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

213

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Process of preparation of the Academic Calendar: Every year the academic calendar is prepared and planned well in advance before the start of the forthcoming academic year. This is done by a designated committee of the College with inputs from the Office of the Deans, Principal, Vice Principals, Controller of Examinations and the Internal Quality Assurance Cell. It encompasses information regarding the dates of inception of the academic year, sessional examinations, open house, end-semester examinations, institution holidays and vacations and other scheduled activities such as Departmental seminars, workshops, invited talks, interdepartmental, intra-departmental and inter-collegiate competitions, activities of the associations,

alumni, placement cell and PTA meetings planned for the year. The course teaching plan for the semester is prepared by the course teacher(s) and this is reviewed by the Head of the Department. The course teaching plan delineates learning objectives, number of sessions, session-wise coverage, particulars of internal assessment components, etc. Through regular department meetings, the Head monitors the progress of the course as per the teaching plan. Utmost care is taken by all teachers to complete the teaching of the syllabus content successfully, as per the teaching plan which includes both offline and online instructional hours. Learning materials are uploaded on various platforms to ensure an effective student learning experience.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

216

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

69

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

862

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

28

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

267

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

An indigenously developed ERP system named EduAlberts for the smooth conduct of examination-related activities was developed in 2016. This system integrates the overall activities of examinations. It starts with students' admission followed by attendance entry, internal marks evaluation, hall ticket generation, barcode generation, question bank preparation, generation of question papers, invigilators list preparation, valuation, publication of results, malpractices, tabulation, preparation of semester grade card, consolidated grade card and transcript. Systematic updation of attendance in the portal helps students and teachers to be cognizant of the percentage of students' attendance. The portal also caters to addressing the grievance of students by providing provisions for condonation. The portal for Open Course selection was developed and incorporated into the ERP system in 2019. This ERP system includes a separate Question Bank for each course. The evaluation of Question Bank is to be done on two levels: Internal level evaluation and External level evaluation. Question papers for examinations are automatically generated from the Question Bank. In 2017, a system for monitoring the valuation progress was introduced. In 2020, automated transcript generation was introduced. In 2021, a repository for generated question papers was introduced. This provides programme-wise / course-wise arrangements of question papers.

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

2.6 - Student Performance and Learning Outcomes

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

A teaching plan is maintained by the course instructor in which the course outcomes are recorded in detail. The COs are precise, measurable and spread across all cognitive levels of Bloom's taxonomy and they are communicated to the students through the introductory lectures delivered at the commencement of each semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.alberts.edu.in/programme-outcomes-programme-specific-outcomes-and-course-outcomes-2016/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The College has direct and indirect methods of assessing the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Strategies adopted to ensure attainment of POs, PSOs and COs are: Preparation and submission of Semester Plans and test question papers which ensure timely completion of portions and formative evaluation. Preparation of lesson plans along with participative instructional strategies. Careful selection of components of CIA such as written tests, MCQs, Quizzes, Presentations, Assignments, and Seminars.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1095

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.alberts.edu.in/naac-category/1-4-2-feedback-reports/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

St. Albert's College (Autonomous) recognizes the importance of research and has continuously increased its research output over the years. The college has made a conscious effort to encourage a research culture among its faculty and students. The college has invested significantly in research infrastructure, which has resulted in more research output. The following infrastructure and facilities are available on campus for research:

- Two recognized research centers of KUFOS and five recognized research centers of Mahatma Gandhi University, Kottayam.

- Special laboratories such as the Complex including Aquarium and Hatchery, Farm Aquaculture, Laboratory of Biochemistry, DST-FIST Laboratory, Laboratory of Fisheries and Aquaculture, Laboratory for Micro-Biology and Pathology, Zoology, Chemistry, Physics, and Botany Laboratory.

- Centralized establishments.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://research.alberts.edu.in/research-policy/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

302000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

302000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/3-2-2-research-projects/
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

16

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

5

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	https://www.alberts.edu.in/wp-content/uploads/2022/09/3.2.4-Link-to-funding-agencies.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

St. Albert's College (Autonomous) is dedicated to fostering innovation and entrepreneurship among students by providing them with resources and knowledge to navigate the corporate world. The college has seven research centers offering PhD programs, providing infrastructure, support, and remote access to databases and networks. Seed funding and incentives are also provided to faculty members who achieve research milestones. The Albertian Incubation Centre (AIC) was established to promote innovation among students, offering functioning spaces for companies, expert mentoring, entrepreneurship awareness camps, training programs, seminars, and industry-academia interactive sessions. The college also engages in community development activities through the Albertian Foundation, which plans and organizes outreach programs to promote sustainable alternatives to plastic, raising awareness about environmental protection and labor dignity.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

14

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

40

File Description	Documents
URL to the research page on HEI website	http://www.alberts.edu.in/wp-content/uploads/2022/09/3.1.3-e-copies-of-the-award-letters-of-the-teachers.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

14

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

11

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

217

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

443667

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

56900

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	View File
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

St. Albert's College (Autonomous) is dedicated to providing quality education to students, aiming to create trendsetters who uphold the college's motto of "for truth and service." The college prioritizes building competencies for students to improve their quality of life and society. The Social Outreach and Academic Extension Committee, in collaboration with various departments, organizes various events, gender equity programs, talks, and activities to transform students into agents of change. During the 2018 flood, the college actively participated in relief efforts, providing basic necessities and utensils to affected communities. Students also conducted surveys to assess the impact of floods on biodiversity and livelihood. The college was honored with the Social Service award in 2019 by the Prof. K V Thomas Vidhyadhanam Trust and the Kerala Latin Catholic Association, Kottapuram Diocese, for its rehabilitation work and trauma care in flood-affected areas. The college aims to provide an environment that promotes the holistic development of individuals who can contribute to the nation-building process and humanity's progress. Over the years, the college has developed socially accomplished, professionally seasoned, and intellectually competent individuals for the development of the country.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

59

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2106

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work**1**

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**60**

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The College encompasses five distinct campuses: the Main Campus, Sports Campus, Albertian Institute of Management (AIM), and Aqua Farms, spanning a total area of 23.13 acres. It boasts 87 classrooms accommodating 30 Undergraduate Programmes, 15 Postgraduate Programmes, one Integrated Programme, and 8 research centers, with 14 programs held in the afternoon. Among these classrooms, 51 are equipped with LCD facilities and all have WI-FI/LAN access. Additionally, seven seminar halls, including three air-conditioned ones, facilitate extension lectures, seminars, and workshops. Noteworthy venues like the Main Auditorium (Papali Hall), open auditorium (Baccinelli Hall), and open air stage host academic and cultural events. The Wellness center prioritizes the physical and mental well-being of students and staff. The Sports Campus supports

athletic training and the BVoc Fitness Management and Personal Training Programme. The IT infrastructure includes LMS platforms, desktops, laptops, servers, and ICT tools. Laboratories cater to science departments, postgraduate, and research programs, with specialized facilities for chemical, physical, computer, mathematical, and life sciences. The Main Library, spanning two floors with 791 Sq. m., accommodates 280 individuals and offers access to e-resources and rare books. Computer labs, including an IoT lab and recording studio (Accordion), enhance technological learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-1-1-infrastructure-and-physical-facilities-for-teaching-learning-viz-classrooms-laboratories-computing-equipment-etc/

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

St. Albert's College boasts a variety of facilities to enhance the overall student experience. The main auditorium, Papali Hall, along with the open auditorium, Baccenelli Hall, and five halls, provide ample space for cultural events. These venues are equipped with sound systems, mixers, projectors, and LCD displays to support various activities. The college also prioritizes sports and fitness, offering playgrounds for multiple sports, indoor courts, and a state-of-the-art gymnasium. Students can participate in intra-departmental and inter-departmental competitions, as well as national and international events. The institution's commitment to holistic health is evident through the provision of yoga training facilities, a Wellness Centre in collaboration with Lourdes Hospital, and a Chapel for spiritual nourishment. Additionally, the college has embraced technology by establishing Accordion, a recording studio, to support online learning initiatives. St. Albert's College continues to evolve, ensuring education is accessible and enriching for all.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-1-2-the-institution-has-adequate-facilities-for-cultural-activities-yoga-games-and-sports/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

57

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

23749716.00

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The College Library is a vital resource for the academic community, with the Main Library spanning two floors over 791 m2 and seating 280 individuals. An extension at the Albertian Institute of Management Campus covers 1088 sq. ft. Library automation began in 2001 with Book Magic, a fully automated Integrated Library Management System (ILMS). The new ILMS,

KOHA, is currently being implemented. The library holds over 3 lakhs of national and international journals, e-journals, and e-books. Department libraries offer immediate reference access, and a D-space Digital Repository houses institutional documents and more. The Digital Library provides access to subscribed e-resources like UGC, N-List, and EBSCO. Additionally, there are 50 computers with internet access, a reprographic facility, and plans for RFID entry cards. The library also offers a diverse collection of books, e-resources, and a plagiarism checker. A library committee oversees operations, ensuring regular updates and CCTV surveillance for security.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-2-1-library-is-automated-using-integrated-library-management-system/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

1606703.85

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

183

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

St. Albert's College has a robust IT policy aimed at supporting teaching, research, and administration through a secure digital environment. Individual servers for various functions, including applications, library software, and digital libraries, are backed by uninterrupted power supplies. Wired and wireless networks across all buildings ensure internet access for faculty and students, with the majority of classrooms equipped with Interactive Flat Panels and CCTV surveillance in key areas. The college's IT facilities encompass computers, laptops, printers, scanners, projectors, and intercom systems, along with a digital recording studio. Internet access is secured through individual authentication and MAC authentication. Six internet-equipped labs cater to students and teachers, while the conference hall is equipped for enriched teaching and learning experiences during events. With internet provided to all 384 workstations, monitored by a firewall, modern storage solutions like Dell EMC NAS Storage are in place for data storage and backup. Additionally, online web servers and e-learning platforms hosted in the cloud cater to student needs. RFID ID cards with encrypted data enhance

security for staff and students. Recent upgrades include firewall protection and expanded Wi-Fi coverage, along with BENQ Interactive Flat Panels for enhanced teaching experiences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-3-1-institution-has-an-it-policy-covering-wi-fi-cyber-security-etc/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3685	334

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-3-4-facilities-for-e-content-development/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

46224273.28

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

St. Albert's College implements a robust Systems and Procedures Policy to uphold and optimize its physical, academic, and support infrastructure. Guided by the Planning and Evaluation Committee (PAEC), the college ensures adequate resources and continuous enhancements to foster an ideal learning environment. Maintenance oversight rests with the Bursar, in collaboration with the Administrative Officer and department heads. Round-the-clock security personnel monitor campus safety, while CCTV surveillance bolsters asset protection. Budget allocation for maintenance occurs annually. A dedicated college mechanic tends to electrical equipment, and a carpenter promptly addresses furniture repairs. Infrastructure complaints are promptly recorded and resolved. Lab, classroom, and library facilities receive meticulous attention, with equipment tracked through stock registers and routine calibration. The library committee ensures optimal library functioning, while a dedicated IT team manages hardware, software, and cybersecurity. Sports facilities are maintained and upgraded by qualified staff, with first-aid kits readily available. Eco-

awareness initiatives promote green practices. Regular inspections ensure canteen facilities meet standards, overseen by the Canteen Committee. St. Albert's College maintains a comprehensive approach to facility management, prioritizing the well-being and academic success of its community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/4-4-2-there-are-established-systems-and-procedures-for-maintaining-and-utilizing-physical-academic-and-support-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

931

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

494

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above								
<table> <tr> <th data-bbox="97 477 531 544">File Description</th><th data-bbox="531 477 1388 544">Documents</th></tr> <tr> <td data-bbox="97 544 531 734">Link to Institutional website</td><td data-bbox="531 544 1388 734"> http://www.alberts.edu.in/wp-content/uploads/2024/04/5.1.3-Capacity-Enhancement.pdf </td></tr> <tr> <td data-bbox="97 734 531 835">Details of capability development and schemes</td><td data-bbox="531 734 1388 835"> View File </td></tr> <tr> <td data-bbox="97 835 531 902">Any additional information</td><td data-bbox="531 835 1388 902"> No File Uploaded </td></tr> </table>	File Description	Documents	Link to Institutional website	http://www.alberts.edu.in/wp-content/uploads/2024/04/5.1.3-Capacity-Enhancement.pdf	Details of capability development and schemes	View File	Any additional information	No File Uploaded	
File Description	Documents								
Link to Institutional website	http://www.alberts.edu.in/wp-content/uploads/2024/04/5.1.3-Capacity-Enhancement.pdf								
Details of capability development and schemes	View File								
Any additional information	No File Uploaded								
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year									
1285									
<table> <tr> <th data-bbox="97 1115 531 1182">File Description</th><th data-bbox="531 1115 1388 1182">Documents</th></tr> <tr> <td data-bbox="97 1182 531 1238">Any additional information</td><td data-bbox="531 1182 1388 1238"> View File </td></tr> <tr> <td data-bbox="97 1238 531 1451">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td data-bbox="531 1238 1388 1451"> View File </td></tr> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above								

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

233

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

318

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

21

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

St. Albert's College (Autonomous), Ernakulam has a participatory governance system where the students and the teachers work together for the holistic development of the students. The Student Council is constituted each year and the members of the Council are elected by the class representatives who are elected by the students of their respective classes. The class representatives so elected will form the Electoral College, and they cast their vote to elect the members of the Student Council. The College Students Union comprises the Chairman, Vice-Chairman, General Secretary, Arts Club Secretary, University Union Councilors (2 Representatives), Magazine Editor, UG Representatives (from first, second and third years respectively), PG Representatives (from first and second year respectively) and Lady Representatives (2 representatives). The Office of the Dean, Student Affairs monitors the functioning of the College Union for the smooth conduct of the meetings and events. The main objective of the Student Council is to work with the College to provide support for the holistic development of the students by engaging them in various activities related to arts, sports, and culture so as to enhance their leadership skills.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

9

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The College has an active Alumni Association. The mission of the Association is to stimulate strong bonds with the Institution. Alumni Association coordinates the alumni and includes them in the development and growth of the institution. It creates networking opportunities through various activities to foster relationships among alumni, students, faculty and management. An Elected Executive Committee coordinates various activities of the association. The activities and contributions of the association are the following:

- 1. Helps the College in organizing invited lectures, national/International seminars**
- 2. Offers sponsorships and logistic support for various programmes and extension activities**
- 3. Emphasizes the need and importance of educating and moulding students into morally able, enlightened, socially responsible and self-reliant citizens**
- 4. Stresses the importance of alumnae gatherings and the role of alumnae in voluntary programmes like mentoring the students in their areas of expertise**
- 5. Plays a significant role in providing constructive**

feedback on various programmes offered by the college: their effectiveness and the expectations of the industry and the trajectory of advanced research.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St. Albert's College, through distinct administration, institutional preparation and development, formulates strategies to improve the quality of higher education for students. Participative administration is evident through different committees functioning in the College.

The Governing Body is the highest statutory advisory body of the College.

The Academic Council ensures quality in academic activities such as the design & framing of curriculum and gives direction regarding methods of instruction, evaluation, and revision in academic values. All academic work of the College is monitored by the Academic Council by considering the suggestions from the Boards of Studies.

The Executive Committee (EC) meets every first, third, and fourth Monday to consider important matters and take appropriate decisions. This Committee comprises the EC members and the Heads of the Departments.

The Finance Committee provides financial oversight for the

Institution discusses the finalization of the budget proposals submitted by various departments and forwards the proposals to the Purchase Committee if necessary.

The Internal Quality Assurance Cell (IQAC) works for the development, application, and monitoring of quality benchmarks for various academic and administrative activities of the Institution. The IQAC also develops and maintains the institutional database through MIS to maintain and enhance institutional quality.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-1-1-governance-leadership-in-tune-with-vision-and-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

St. Albert's College has adopted a participatory style of governance to build commitment and develop initiatives within work teams. The College is decentralized to a great extent and has delegated responsibilities to the various Deans.

Office of the

Dean - Academics is responsible for the preparation of the academic calendar, monitoring the progress of class work, and syllabus coverage. The Office also receives, processes and maintains all records related to all the programmes offered in the College including curriculum, programmes and courses offered.

Dean- Research provides assistance to the faculty members to form successful collaborative research groups that integrate and support individual and team-based research.

Dean-Quality Assurance is responsible for the development and implementation of quality benchmarks for various academic and administrative activities of the institution.

Office of the Dean-Student Affairs provides general assistance to students and is the liaison between the College administration, students and the Student Union.

Dean-Training and Development facilitates the creation of a learner-centric environment conducive to quality education and lifelong learning in the College.

Dean- Resource Mobilization is responsible to handle all matters relating to Governmental and Non-Governmental Funds.

Dean-International Affairs leads the development of the new initiatives and strategic partnerships and fosters global engagement.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-1-2-effective-leadership/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

St. Albert's College (Autonomous), Ernakulam has undertaken responsible investments in its physical infrastructure, prioritizing development and renovation while considering environmental impact. Ensuring proper infrastructural facilities aligns with the institution's long-term vision, emphasizing sustainability and accessibility. Stakeholder input and professional advice were sought to inform decisions, reflecting a collaborative approach to development. Expansion efforts have maintained the historic architectural integrity of the campus, with a focus on facilitating research while minimizing environmental impact. Strategic land acquisitions, such as the purchase of 10 acres at Vypin, Kerala, further support the institution's growth. Renovations and upgrades

across various facilities, including Mellano Hall and the library, enhance functionality and accommodate increased capacity. New construction projects, funded by RUSA, expand infrastructure and modernize laboratories. The integration of technology, such as smart interactive panels in classrooms, enhances teaching and learning experiences. Additionally, amenities like Café de Navarra and open-air gyms promote student well-being and enrich campus life. St. Albert's College demonstrates a commitment to responsible development, ensuring a conducive environment for education, research, and community engagement.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-2-1-effective-deployment-of-strategic-erspective-plan/
Upload any additional information	View File

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

St. Albert's College operates under a well-structured framework designed to efficiently implement policies and programs. Decision-making bodies, including the Governing Body and Executive Committee, oversee various aspects such as curriculum, examinations, and financial matters. Academic councils ensure the quality and relevance of educational offerings. The Internal Quality Assurance Cell focuses on strategic planning and quality improvement. Committees like Finance and Purchase oversee budgeting and resource allocation. Staff appointments adhere to government guidelines and college policies. Detailed policies cover areas like quality assurance, research, and student support, publicly available on the college website. Regular feedback mechanisms inform policy reviews and improvements. Administrative roles are organized under the Office Superintendent, coordinating various teams like ERP and finance. Reporting structures ensure smooth operations, with academic matters overseen by the Principal and administrative matters by the Secretary. The Student Council, guided by the Dean of Student Affairs, fosters collaboration and student involvement. This comprehensive approach ensures

the college's smooth functioning and adherence to standards while promoting a supportive and inclusive environment.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.alberts.edu.in/wp-content/uploads/2022/10/Organogram-115.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-2-2-effective-functioning-of-institutional-bodies/

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College prioritizes the welfare and professional development of its teaching and non-teaching staff. It organizes national and international seminars, conferences, and training programs to enhance their skills and foster academic

competitiveness. Faculty enhancement initiatives, including ICT training and seed money for research, are provided. Staff are encouraged to attend orientation and refresher programs for fresh perspectives. The College's Cooperative Society offers financial support through deposits, loans, and housing initiatives. Medical camps benefit students, teachers, and the public. Staff enjoy annual picnics, birthday wishes, and festival celebrations, fostering a sense of community. Free Wi-Fi, computer labs, and parking facilities support teaching and research. Subsidized residential and hostel facilities, along with canteen services, are available. Staff benefit from ESI and EPF coverage. The Staff Club hosts a yearly family gathering, promoting camaraderie. These measures reflect the College's commitment to staff welfare, creating a supportive and enriching environment for all members of the Albertian community

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-3-1-effective-welfare-measures-for-staff/

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

64

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

St. Albert's College prioritizes transparency and accuracy in its financial operations, conducting both internal and external audits regularly. The Finance Committee, consisting of the Coordinator, Bursar, and Principal, meets frequently to prepare the budget for each academic year. Internal audits involve treasurers from various departments, while external audits are conducted by Chartered Accountants appointed by the college, currently K T Antony and Associates. Additionally, audits by the Deputy Director of Collegiate Education and the Accountants General of India ensure scrutiny of aided stream funds. The Public Financial Management System (PFMS) aids in fund allocation for projects like RUSA. Funding sources include grants from UGC, DST-FIST, DBT STAR College Scheme, and others, along with fee collections and government schemes. Various personnel oversee fund utilization, with coordinators appointed for specific schemes and research grants. Alumni funds are managed by an elected secretary, while management funds are overseen by the Bursar. Budgets are prepared annually based on

allocated funds, and auditors' objections are addressed promptly, with necessary documents provided for clarification. An example provided shows the College's responsiveness to audit objections, ensuring accountability and transparency in financial matters.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-4-1-conduct-of-financial-audits/

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

St. Albert's College actively identifies various funding schemes announced by governmental and non-governmental agencies through multiple channels like social media, websites, and newspapers. The Principal, in consultation with the Executive Council, directs the Research Promotion and Ethics Committee to prepare proposals in line with specific guidelines. Faculty members are encouraged to apply for research projects, with proposals vetted by the Committee before submission. Major funding sources include UGC, NAAC, RUSA, and others, with funds also received from state government schemes and non-government sources. Successful examples include receiving Rs. 65 lakhs for DST-FIST support and Rs. 2 Crore under RUSA projects. The Finance Committee oversees infrastructure development funding, including utilizing solar electricity profits. College management funds are mobilized when necessary, with emphasis on optimal resource utilization, evidenced by tendering processes

and periodic assessments. Separate bank accounts ensure proper utilization of UGC funds, with annual financial audits conducted. Student fees contribute to infrastructure and faculty salary, subject to annual audits. The College maintains a proactive approach to budgeting and fund utilization to ensure effective resource management.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/6-4-3-strategies-for-mobilization-of-funds/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC (Internal Quality Assurance Cell) of St Albert's College serves as a central coordinating body within the institution, aiming to ensure excellence in various aspects. It actively contributes to the improvement of the teaching-learning process by collecting and analysing feedback from stakeholders through online platforms annually. This feedback is utilized to enhance students' autonomy in learning and to improve the overall educational experience. The IQAC also organizes feedback sessions to encourage open communication and understanding between students and faculty. Additionally, it promotes the integration of technology, infrastructure, and support services to facilitate efficient teaching and learning. The IQAC conducts internal audits to evaluate the teaching-learning environment and facilities, seeking input from students, faculty, employers, and alumni to identify areas for improvement. Furthermore, it provides training sessions for faculty on innovative teaching methods, ICT integration, and digital literacy. The IQAC plays a significant role in reviewing and reforming the teaching-learning process to ensure quality enhancement and the achievement of learning outcomes. It sets standards for academic programs, encourages the use of technology in instructional practices, and promotes continuous professional development among faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-5-1-igac-contributions/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The Internal Quality Assurance Cell (IQAC), St. Albert's College serves as a central coordinating body to ensure excellence in various aspects of the institution. It collects feedback annually through the EduAlberts online platform from major stakeholders and analyzes it to improve the teaching-learning process. The IQAC organizes feedback sessions to enhance shared understanding and involvement. It also reviews the teaching-learning environment and facilities, seeking innovative ideas for improvement. The IQAC focuses on professional development, including training sessions on teaching practices, innovative methods, and ICT integration for faculty. It plays a significant role in introducing reforms for quality enhancement and evaluates the achievement of learning outcomes. Technology integration is emphasized to develop higher-order thinking skills among students and prepare them for societal and workplace changes. Additionally, the IQAC establishes standards for academic programs and encourages the use of the Learning Management System. Teachers are required to submit teaching plans online and are encouraged to think critically and creatively in their lessons

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.alberts.edu.in/naac-category/6-5-2-periodic-review-of-teaching-learning-process/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other

A. Any 4 or all of the above

institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	
---	--

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.alberts.edu.in/igac/annual-reports/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

St. Albert's College upholds and promotes core values such as equality, inclusion, respect for human dignity, fairness, and justice for all individuals. The institution particularly values and supports a diverse range of talents across all genders. Recognizing the importance of acknowledging responsibility as a crucial step towards building a more inclusive society, the college is dedicated to fostering gender equity through the advancement of education for women, enhancement of life skills, empowerment, and provision of value-based education for the holistic development of students. Originally established as a Men's College, St. Albert's College transitioned towards inclusivity by admitting female students starting in 2006. Women now hold key administrative positions within the college, including roles as Deans, Heads of Departments, and members of various councils. The institution has implemented several initiatives to promote gender equality, such as offering courses focusing on gender issues and organizing events to raise awareness, including celebrations of national and international days like Women's Day and Zero Discrimination Day. To ensure the safety and well-being of women on campus, St. Albert's College has implemented various measures, including the presence of signboards addressing

gender issues, female staff accompanying students on trips, and the establishment of committees for grievance redressal and medical assistance. The college also provides facilities like separate washrooms, counselling services, well-equipped common rooms, and safety measures during the pandemic period. These efforts reflect the institution's commitment to creating a supportive and inclusive environment for all individuals.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.alberts.edu.in/naac-category/7-1-1-promotion-of-gender-equality/

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

St. Albert's College is dedicated to implementing sustainable waste management practices, focusing on the principles of reduce, reuse, and recycle. The campus efficiently categorizes waste into biodegradable and non-biodegradable types. To handle solid waste effectively, the college places three colored waste bins on each floor - red for plastic, green for paper, and blue for food waste. Additionally, the institution runs a biogas plant to convert food waste into biogas and uses a vermicompost pit to process compostable materials for plant growth, including shredded waste paper from the examination cell. Non-biodegradable waste is separated, collected in large bags, and given to scrap collectors. The college has made significant efforts to decrease plastic usage by substituting items like banners, glasses, bottles, and bags with sustainable alternatives. Various initiatives like webinars and workshops

are organized to educate students and staff on effective plastic waste management practices. Liquid waste is channeled to the drainage system, while chemical waste is handled through reduced chemical usage and proper disposal methods. E-waste is gathered and sent to recycling centers, with specific measures in place for electronic waste management. The college actively promotes waste recycling through programs such as "THOOLIKA" for paper pen making and "CARRY" under the "BHOOMIKA" project to encourage the use of paper bags and reduce plastic consumption. Additionally, workshops on palm pen making and cloth bag stitching are conducted annually to further reduce plastic usage and advocate for sustainability.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights,	A. Any 4 or all of the above

display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

St Albert's College (Autonomous) has established itself as a diverse institution that values tolerance and harmony across various cultural, regional, linguistic, communal, and socio-economic backgrounds since its inception. The college's motto emphasizes truth and a commitment to serving the student community and society. The administration focuses on nurturing morally upright and socially responsible citizens among its students, prioritizing their holistic development. The Albertian Happiness Project exemplifies this commitment, offering value-added sessions for first-year students. The Cochin Heritage Research Centre at St. Albert's College is dedicated to promoting studies on the life and culture of the Cochin region. The college recognizes the enriching educational experience that diversity and inclusion bring, welcoming students from diverse backgrounds. Initiatives like the Energy Conservation Week and Social Outreach Programmes instill ethical values and leadership qualities in students. The Equal Opportunity Cell addresses issues faced by students from marginalized communities on campus. Various clubs, associations, and departments promote equality, communal harmony, and diversity through awareness programs. Cultural

events, seminars, workshops, and commemorative days further contribute to fostering a harmonious and inclusive environment at the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

St. Albert's College recognizes the importance of not only academically preparing students and honing their skills but also instilling in them a sense of social responsibility to become trustworthy citizens of the future. The college educates students about pressing social issues, such as climate change, racial and gender discrimination, and inappropriate behavior, while also emphasizing the constitutional values, rights, duties, and responsibilities of citizens. Various activities, including Constitution Day celebrations, National Anthem recitals, NCC parades, and parliamentary-style Union Elections, are organized to promote civic engagement and constitutional awareness among students and staff. Through these initiatives, the college aims to achieve sustainable development goals and enhance development indicators. Thematic sessions, disaster relief efforts, Covid-19 response activities, and community engagement programs further reinforce the values of human rights, gender equality, and civic responsibility among students, fostering a culture of respect, dignity, and contribution to the nation's political economy.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization

A. All of the above

programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

At St Albert's College, the day commences with the singing of the National Anthem, setting a patriotic tone for the students. The college fervently celebrates all national festivals to instill a deep sense of patriotism among its students, faculty, and staff. These celebrations serve as a platform to educate individuals about the significance of national unity and integrity in an engaging and participatory manner, amplifying the voices and actions of the youth. The institution is dedicated to upholding the values of nationalism, preserving cultural diversity, and honoring India's heritage. Various departments, along with the NCC and NSS wings, organize annual activities to encourage students to embrace practices that promote the ideals of unity in diversity. Additionally, the college observes a multitude of significant days with solemnity, including Constitution Day, Gandhi Jayanthi, and Republic Day, among others. Various awareness programs and events are conducted throughout the year to promote environmental conservation, social responsibility, and moral values. The college's vibrant NSS and NCC units play a pivotal role in organizing and coordinating these activities, fostering a disciplined and inclusive campus environment. Even during the

pandemic, students actively engaged in online initiatives to uphold the values associated with important days, showcasing their commitment to character building and moral development. Academic programs, creative activities, and community engagement further contribute to nurturing a spirit of tolerance, patriotism, ethics, and inclusivity among the college community.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice - 1: Drishti - Drive for the Digital

Best Practice - 2: Sparsh - Solidifying Solidarity

File Description	Documents
Best practices in the Institutional website	https://www.alberts.edu.in/iqac/best-practices/
Any other relevant information	http://www.alberts.edu.in/wp-content/uploads/2024/04/7.2.1.-Additional-Digital-and-Sparsh-.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

St. Albert's College (Autonomous), offers a range of specialized programs to meet local needs, including Aquaculture, Industrial Fisheries, Industrial Chemistry, Logistic Management, Fitness Management, Sports, Nutrition and Physiotherapy, Renewable Energy, Journalism, and Mass Communication. Additionally, it provides M.Sc in Space Science and Technology and 14 skill development courses aligned with the National Skill Qualifying Framework to enhance competencies, bridge skills gaps, and boost productivity and employment opportunities. The institution also houses a Learning Management System with 300 online courses to nurture critical thinking skills and offers various research groups like the Conservation Research Group and Sea Club to promote knowledge and awareness in areas like fish quality management and conservation. Furthermore, the College organizes events like the Albertian International Educational Expo and Albertian Knowledge Summit to empower students and promote research and innovation. It also focuses on fostering a culture of innovation and entrepreneurship through initiatives like the Albertian Incubation Centre and Albertian Computer Centre. Collaborations with academic and industrial partners, along with unique student support programs and community engagement activities, demonstrate the College's commitment to holistic education and societal development. Through various initiatives and partnerships, the College aims to produce well-rounded individuals who can contribute positively to society.

File Description	Documents
Appropriate link in the institutional website	https://www.alberts.edu.in/institutional-distinctiveness/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Define Faculty, Department, and College level benchmarks for each criteria and conduct timely audits to see that the defined benchmarks are met.
- Upgrade Question Bank incorporating Bloom's Taxonomy and

Course Outcomes

- **Enhance international partnerships and collaboration and student exchange programmes**
- **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**
- **Organize inter and intra institutional workshops/seminars on quality related themes**