

# **ST.STEPHEN'S COLLEGE**

**UZHAVOOR- 686634**

**KOTTAYAM DISTRICT, KERALA**

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**(Track ID: KLCOGN10422)**

## **The Annual Quality Assurance Report of the IQAC**

**2013-2014**



*Submitted To*

**THE NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL (NAAC)  
BANGALORE**

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

ST.STEPHEN'S COLLEGE

1.2 Address Line 1

UZHAVOOR

Address Line 2

KOTTAYAM

City/Town

KOTTAYAM

State

KERALA

Pin Code

686634

Institution e-mail address

info@ststephens.net.in

Contact Nos.

04822-240127, (9447473866)  
Principal

Name of the Head of the Institution:

DR. FRANCIS CYRIAC E.

Tel. No. with STD Code:

04822 -240284

Mobile:

9447776747

Name of the IQAC Co-ordinator:

Lally K. Cyriac

Mobile:

9446343419

IQAC e-mail address:

info@ststephens.net.in

1.3 NAAC Track ID : KLCOGN 10422

1.4 Website address:

www.ststephens.net.in

Web-link of the AQAR:

www.ststephens.net. in/IQAC.aspx

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>		2003	2003-2008
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

26/02/2004

**1.7 AQAR for the year**

2013-2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

AQAR 2004-2005 : 19-09-2005

AQAR 2005-2006 : 27-09-2006

AQAR 2006-2007 : 14-11-2007

AQAR 2007-2008 : 11-12-2008

AQAR 2008-2009 : 05-12-2009

AQAR 2009-2010 : 17-09-2010

AQAR 2010-2011 : 03-03-2012

AQAR 2011-2012 : 30-09-2013

AQAR 2012-2013 : 18-08-2014

1.9 Institutional Status

University

State  Central  Deemed  Private

Affiliated College

Yes  No

Constituent College

Yes  No

Autonomous college of UGC

Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

#### 1.11 Name of the Affiliating University (*for the Colleges*)

MAHATMA GANDHI  
UNIVERSITY, KOTTAYAM

#### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University : N.A

University with Potential for Excellence

N.A

UGC-CPE

DST Star Scheme

N.A

UGC-CE

UGC-Special Assistance Programme

N.A

DST-FIST

UGC-Innovative PG programmes

N.A

Any other (*Specify*)

UGC-COP Programmes

N.A

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

5

2.11 No. of meetings with various stakeholders:

5

Faculty

5

Students

5

Alumni

5

Others

5

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

### 2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

Indian Economy, Spectral Graph Theory, Mathrubhasha, Methodology, Opportunities of Physics, Particle Physics, Wonders of Sky Watching, Telecommunication, Entrepreneurship, Historical development of Chemical Science, Industry and Environment, Language and Linguistics, Career Guidance.

### 2.14 Significant Activities and contributions made by IQAC

1. Infrastructure renovation and campus beautification.
2. Promotion of research activities.

### 2.15 Plan of Action by IQAC/Outcome

Annexure( i) , Hand Book and Calender of the year 2013-2014 has been attached.

The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcome achieved by the end of the year:-

Plan of Action		Achievements
1	Celebration of World Environment Day	The day was observed on 5-6-2013 with a ceremony during which the Paristhithi Mithra award was presented to Tiruvalla Social Service Society.
2	Golden Jubilee Inauguration	Inaugurated by Finance Minister Sri. K.M.Mani on 6-7-2013
3	Orientation programme for the parents of Semester I students	Conducted on 8-7-2013
4	Post admission test	Departments conducted post admission tests for Semester I students
5	Value enrichment programmes for students	Holy Mass and value enrichment classes are conducted on the first working Friday of every month.
6	Fresher's Day and Association Inauguration	Conducted Department wise on 2-8-2013
7	Observance of Malala Day	Observance of Malala Day and inauguration of NSS. activity on 5-8-2013.  Presentation of Malala Speech in UN General Assembly.

8	Beginning of Certificate course in Human Rights	Began on 10-08-2013.
9	Celebration of festivals	Celebration of festivals like Onam and Christmas through cultural competitions.
10	Bishoip Tharayil and Sr. Goretti Memorial All Kerala Intercollegiate Volleyball Tournament for Men and Women	Conducted on 24 -27 <sup>th</sup> Sept. 2013
11	Inauguration of Malayala Samajam	Inaugurated by Prof. P. Balachandran, Cine Artist. on 02-12-2013
12	Mar Kuriakose Kunnacherry Sacredotal Golden Jubilee Memorial All Kerala Inter Collegiate Football Tournament	Conducted on 24th to 26th February 2014.
13	Golden Jubilee Memorial Inter collegiate Shuttle Badminton Tournament	Inaugurated on 21st Feb 2014 by Sri. K.N.R.Namboothiri, Malayala Manorama Sports Editor
14	Observation of <i>Mathrubhashadinam</i>	Seminar by P.K. Harikumar, Former Syndicate Member and President Library Council President 24-02-2014
15	National Science Day	Observed on 24th and 25th February 2014
16	Screening of syllabus prescribed plays	Department of English screened the play 'Merchant of Venice' on 27th July 2013.
17	Water analysis in Uzhavoor Panchayat.	Department of Zoology conducted the programme on 25-02-2014.
18	Social awareness programmes for the public and students by NSS.	<ul style="list-style-type: none"> <li>• AIDS awareness programmes.</li> <li>• Seminars on environmental issues.</li> <li>• A social and economic survey at the Marangattupally Panchayat.</li> <li>• Planting heritage and fruit bearing plants in the campus</li> <li>• Campus cleaning.</li> <li>• Conduction of blood donation camp and detection of blood group.</li> <li>• Seven day work camp at K.R Narayanan Govt LP School Kurichithanam.</li> <li>• Organ donation campaign</li> </ul>
19	Social awareness programmes for the public and students by CSM.	<ul style="list-style-type: none"> <li>• Retreat for Catholic students on 23rd to 24th August 2013.</li> <li>• Tuition to the inmates of Balabhavan.</li> <li>• Collection and distribution of Dress and food for orphanage(Akasapparavakal) on 20-12-2013</li> <li>• Organ donation awareness seminar</li> </ul>

20	Alumni Activities	<ul style="list-style-type: none"> <li>• K.R.Narayanan Memorial Intercollegiate Elocution competition on 02-12-2013</li> <li>• K.R.Narayanan Memorial Lecture on NOTA by Sri. G. Karthikeyan on 04-12-2013</li> <li>• <i>Almass</i> General Body on 22-12-2013.</li> <li>• <i>Almass</i> meet presided by Civil Supplies Minister Sri. Anoop Jacob on 27-07-2013</li> <li>• <i>Madhyama Samvadam</i> on 27-1-14</li> </ul>
21	Star watching programme for local public and students	Conducted on 24th February 2014
22	Silver Jubilee Memorial Lecture Series by Department of Commerce	Conducted in July 2013
23	Spoken English class for school students	Conducted in April 2014 by Department of English
24	Other Golden Jubilee Memorial programmes	<ul style="list-style-type: none"> <li>• Mass Run</li> <li>• Ganamela and mimics parade for students</li> <li>• Kalasannndhya</li> <li>• Organ Donation Campaign</li> <li>• Fund raising Mega show</li> <li>• Stephanos Family meet</li> <li>• Symposium on the Significance of Media</li> <li>• Higher Education seminar</li> <li>• Sangamam 64- first batch student and staff gathering</li> <li>• Badminton Tournament</li> </ul>

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

Scrutinised and approved by IQAC and College Council



## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	3	1	1	0
UG	8	0	0	3
PG Diploma	1	0	1	0
Advanced Diploma	0	0	0	0
Diploma	1	3	1	0
Certificate	4	0	0	0
Add on courses	3	0	3	0
<b>Total</b>	20	4	6	3
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS  /Core  /Elective option  / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	0
Annual	0

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NIL

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	15	28	0	0

2.2 No. of permanent faculty with Ph.D.

8

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	13	0	0	0	0	0	0	0	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

12

1

1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	11	30
Presented papers	1	1	0
Resource Persons	0	1	4

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Timely preparation of the mark lists and report cards of students' internal examination
- Departmental admission counselling session at the beginning of the course.
- Post admission test soon after admission
- Bridge course, satellite learning system and remedial classes.
- Tutorial/Mentoring system
- Scholar Support programme with the aid of Higher Education Council
- ASAP programme with the aid of Department of Higher Education and Government of Kerala
- Enrichment courses like Computer Literacy, Spoken English etc
- Talks, seminars, debates and quiz are organised
- Students are encouraged to participate in intercollegiate competitions
- Conduct of seminars, workshops, power point presentations, field trips etc
- Organises ICT oriented workshops/programmes.

2.7 Total No. of actual teaching days during this academic year 173

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Nil

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 1 3 1

2.10 Average percentage of attendance of students 85

2.11 Course/Programme wise distribution of pass percentage :

Result Analysis for the year 2013-14										
Grade	A+	A	B+	B	C+	C	Fail	Appear	Pass	Percentage
Mathematics	0	0	5	5	2	2	1	15	14	<b>93.3</b>
Physics	0	1	4	6	2	0	5	18	13	<b>72.22</b>
Chemistry	0	0	4	5	6	0	1	16	15	<b>93.75</b>
Zoology	0	1	1	5	3	0	4	14	10	<b>71.43</b>
Economics	0	0	2	7	14	16	7	46	39	<b>84.78</b>
Commerce	0	6	8	17	16	4	5	56	51	<b>91.07</b>
English	0	0	4	10	12	5	3	34	31	<b>91.18</b>
English(V)	0	0	2	2	1	4	5	14	9	<b>64.29</b>

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes

- a) Ensures conduct of bridge course and remedial courses on the basis of the Post admission tests.
- b) Evaluates the teaching plan prepared by faculty members.
- c) Encourages conduct of seminars/workshops and faculty participation in the same.
- d) Ensures timely conduct of internal evaluation of students.
- e) Encourages use of ICT by faculty members.
- f) Collects and evaluates feedback from students and parents.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	3
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	7
Others	0

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	4	1	0
Technical Staff	13	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The Research Cell was constituted under the supervision of which,

- a) Teachers are encouraged to take up minor and major research projects.
- b) UGC has sanctioned 6 minor projects to faculty members of various departments.
- c) Faculty members are encouraged to undertake research.
- d) One faculty member from the Department of Commerce has availed FDP in 2013-14 .
- e) Took leadership in the publication of the multidisciplinary annual research journal *Aureole* with ISSN.NO.2249-7862

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	5	6	3
Outlay in Rs. Lakhs	2.625	3.925	4.21	2.625

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	3	0
Non-Peer Review Journals	0	1	0
E-Journals	1	0	0
Conference proceedings	0	2	0

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned lakhs	Received
Major projects	0	0	0	0
Minor Projects	2013-2014	UGC	4.21	333,000
Interdisciplinary Projects	Nil	0		
Industry sponsored	Nil	Nil		
Projects sponsored by the University/ College	Nil			
Students research projects <i>(other than compulsory by the University)</i>	Nil			
Any other(Specify)	Nil			
Total	Nil			

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NA

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	1	0	20
Sponsoring agencies			St.Stephen's College, Uzhavoor		St.Stephen's College, Uzhavoor

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College
	0	1	0	0	0	0

3.18 No. of faculty from the Institution  
 who are Ph. D. Guides  
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

NIL

University level  State level   
 National level  International level

3.24 No. of Awards won in NCC:

University level	0	State level	2
National level	1	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	12
NCC	1	NSS	3
		Any other	2

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Spoken English and computer classes ; sky watching ; soil fertility measurements; analysis of drinking quality of water, tailoring classes to the students and public; blood donation camps; socio - economic surveys; visits to jails and orphanages; enterprenureship & development; training in folklore arts; health and body fitness training ; summer classes on computer applications; Homeo medical check up; organ donation campaign; microfarming and seed distribution; training in cycling for girls and legal aid clinic

## Criterion – IV

### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5Acre	0	NA	0
Class rooms	30	0	NA	30
Laboratories	7	1	UGC, management fund	8
Seminar Halls	3	0		3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	3	UGC	3
Value of the equipment purchased during the year (Rs. in Lakhs)	NA	6.3 Lakhs	UGC	6.3
Others	0	0		



#### 4.2 Computerization of administration and library

The College office is computerized with BSNL internet broadband connection. It maintains records of the admission procedures, internal and external evaluation, issue of mark lists, student attendance, salary bill, SMS to parents and employers etc.

Library:- INFLIBNET Subscription(NLIST)- Electronic Resource Management Package for e-journals; library link on the college website; Automation using KOHA; On line Public Access Catalogue (OPAC); BSNL internet broadband connection width/speed 100mbps; Six terminals for staff and students for accessing e-resources.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31647	2274609	280	112643	31927	2387252
Reference Books	868	446109	20	12382	888	458491
e-Books	80000+ (via. N List)*				80000+	5000
Journals	50	40083	16	8100	66	48183
e-Journals	2200+ (via. N List)*	5000			2200+	5000
Digital Database	D space					
CD & Video						
Others (specify)	World Public Library Access					8\$

\* same

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	113	4	65	1	1	1	10	2
Added	50	2	26	0	0	0	0	0
Total	163	6	91	1	1	1	10	2

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Training for faculty members on INFLIBNET , smart board, LCD – power point presentation, College website up gradation etc.

Courses on computer applications for students.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	15.9
ii) Campus Infrastructure and facilities	29.4
iii) Equipments	6.3
iv) Others(Maintenance &repair)	9.4
<b>Total :</b>	<b>61.0</b>

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Newly admitted students are given orientation at the beginning of their course of study. The curricular and extra-curricular committees are organised in such a way so as to give maximum representation to students. Student representatives are also included in the various academic and administrative bodies. Student support programmes are included in the College Handbook which is published annually. The departments, various units and cells of the College, especially the Equal Opportunity Cell, the SC-ST Monitoring Cell and the Women's Cell also conduct student support programmes.

#### 5.2 Efforts made by the institution for tracking the progression

The institution

- Ensures quality and promotes the culture of excellence.
- Evaluates the action plans prepared by departments and various clubs along with the feedback from faculty and students in order to accomplish a smooth and efficient implementation of plans.
- Supports Add – on Courses and Certificate Courses.
- Designs co –curricular activities to enhance the literary and artistic talents of students.
- Conduct of moral and value education sessions, tutorial systems, study circle and satellite learning.
- Conducts a Life Guidance Seminar at the end of every academic year for the benefit of the outgoing students.
- Ensures smooth functioning of the Career Guidance Cell and the Placement Cell.
- Ensures participation of Students Council in the co-ordination of extra-curricular and curricular activities
- The College announces the availability of various scholarships as per the notifications and assists the students in availing them.
- Transportation Committee actively attempts to solve transportation problems of students, if any.

5.3 (a) Total Number of students 903

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	480	53.16		423	46.84

Last Year						This Year					
General	SC	ST	OBC + OEC	Physically Challenged	Total	General	SC	ST	OBC + OEC	Physically Challenged	Total
512	74	11	178	1	776	597	88	13	205	--	903

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The PG Department of Commerce conducts UGC- NET coaching classes.

The Career Guidance Cell and the Placement Cell organises Bank test coaching classes on Saturdays and during holidays.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="1"/>	SET/SLET	<input type="text" value="3"/>	GATE	<input type="text" value="1"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

- Annual orientation for Semester I students
- HRD programmes
- Soft skill development sessions for Semester VI students
- Communication skills programmes
- Training in interview skills
- Awareness programmes on competitive examinations
- Bank test coaching on weekends
- Government sponsored ASAP recruitment sessions for the outgoing batches

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	40	6	3

### 5.8 Details of gender sensitization programmes

- The Women's Cell of the College is very active and organises tailoring class, yoga class, workshop on fabric painting.
- Talks on lifestyle diseases, gender equality, life guidance etc. are organised every year
- Tutorial classes for girl students under the guidance of lady teachers
- Awards to the best performing girl students
- Competitions for girls in connection with Women's Day celebrations
- Food processing camp and Food Fest .

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	54	110620/-
Financial support from government	385	1243223/-
Financial support from other sources	10	50000/-
Number of students who received International/ National recognitions	0	

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Grievances	Redressed
Drinking water scarcity in the campus	Man made pond Installation of more water purifiers
Complaint regarding public address system	Sound quality of the public address system has been improved

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision : St Stephen's College is an academic fraternity of individuals dedicated to its motto 'INTENDENS IN CAELUM' translated as ' looking up to heaven'. We strive to reach out to the star of human excellence based on the love of God and service to mankind as modelled in Jesus Christ, in a background of Indian heritage so as to produce intellectually trained , morally upright , socially committed and spiritually inspired citizens.

Mission : Education through service

Mission of the year – Enhancement of employability

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Faculty members are encouraged to participate in workshops on curriculum development and modifications conducted by the University.
- Some of the faculty are members of Board of Studies.

### 6.3.2 Teaching and Learning

- Highly qualified and competent teaching faculty are recruited.
- Feed back of teachers are collected from the students and suggestions and recommendations are properly conveyed.
- Professional development of faculty is promoted by providing support
  - i) To undergo refresher courses
  - ii) To equip themselves in modern pedagogical tools
  - iii) To attend and organize national & international seminars

### 6.3.3 Examination and Evaluation

- The College Handbook contains a detailed and clear description of the evaluation process which would be implemented in the college during the academic year.
- The HODs and class teachers brief the students on the process of evaluation, grading and marking system, internal and external examinations etc.
- After internal examination PTA meetings are organised by the concerned departments.
- Timely notifications are put up and announcements are also made with regard to the examination dates and other relevant information.

### 6.3.4 Research and Development

The College has established a Research Cell to promote research aptitude among faculty and students.

The institution under the leadership of the Research Cell publishes a multidisciplinary research journal *Aureole*.

The K.R. Narayanan Study Centre of the College conducts activities like seminars and symposia to familiarise the students with the experts in and outside the state where by trying to promote research culture

Faculty are encouraged to do research and also avail FIP if need arises.

### 6.3.5 Library, ICT and physical infrastructure/ instrumentation

The library was automated using KOHA software.

The library website was launched.

On line Public Access Catalogue (OPAC); BSNL internet broadband connection width/speed 100mbps; Two terminals for staff and students for accessing e-resources and INFLIBNET (N-LIST) are available.

### 6.3.6 Human Resource Management

Teaching faculty and other staff are recruited on grounds of merit as per the norms stipulated by the UGC, the Govt. of Kerala and the MG University.

The College motivates the staff to attend faculty development programmes as well as conduct programmes in the College to enhance professional competence. The management identifies the skills of the staff and the students through constant monitoring and through feedback collected.

Faculty members are co-ordinators of the various activities which aid the quality improvement of the institution.

The efforts of the staff are recognised and appreciated.

### 6.3.7 Faculty and Staff recruitment

Vacancies are advertised in all the leading news papers as per the University regulations.

The interview board is constituted according to the Government norms.

Teaching faculty and other staff are recruited on grounds of merit as per the norms stipulated by the UGC, the Govt. of Kerala and the MG University.

### 6.3.8 Industry Interaction / Collaboration

Departments arrange annual visits to major research centres for students.

Campus recruitment drives are organised in collaboration with other institutions.

Institution maintains interactions with research laboratories and institutes for research activities.

The Department of Chemistry has an MOU with the Krishi Bhavan, Uzhavoor in order to carry out soil analysis.

The Department of Commerce has an MOU with the Tax Study Centre Kottarakkara.

### 6.3.9 Admission of Students

Details regarding various programmes offered by the institution are published on the College website.

The institution arranges a help desk where students are directed as to how to apply online for CAP, how to proceed from the first to the final allotment and when to make the fee payment.

An Admission Committee monitors the admission procedure.

The institution applies for marginal increase of seat whenever necessary.

The list of candidates admitted is given to the university.

Percentage wise allocation of seats: 50% for open merit, 20% for SC ST candidates, 10% for community reservation , 20% for management quota. Seats for self – financing programmes are filled up through merit and management quota on a proportion of 50: 50.

6.4 Welfare schemes for

Teaching	SLI, GIS, GPIS, PF
Non teaching	SLI, GIS, GPIS, PF
Students	Medical assistance to students; health centre; Group insurance scheme for students and parents;

6.5 Total corpus fund generated

Rs.192637979/-

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done? NO

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

The Alumni of the College is very active and all the departments maintain good relationship with their Alumni. They extend financial assistance for the infrastructure development of the College and for the construction of Golden Jubilee Memorial Block. Jubilee Memorial Inter Collegiate Annual Shuttle Tournament was started with the support of alumni. Annual Alumni meet, Annual Inter collegiate Elocution Competition, K.R.Narayanan Lecture Series are some of the activities during the year.

6.12 Activities and support from the Parent – Teacher Association

The College has a vibrant parent- teacher association which renders whole-hearted co-operation to the College. The department PTA as well as the general PTA are organised regularly. PTA also provided funds for the conduct of PTA meeting, sports, association activities, salary distribution of guest faculty, tailoring class to lady students and general proficiency awards. PTA also organised orientation programme for the parents of Semester I students.



### 6.13 Development programmes for support staff

The support staff of the College has an association of their own. During their meetings issues are discussed and opinions are sought on matters regarding them. Their representatives are included in different programme committees of the College.

### 6.14 Initiatives taken by the institution to make the campus eco-friendly

The College has a green and comforting environment and care is taken to maintain a plastic free campus. Various energy conservation strategies are adopted in the campus like minimal use of lights, fans and AC. Rain water harvesting units have also been set up in the College. Majority of the plants in the campus are named and systematically characterised. The Department of Zoology & Botany maintains hundred varieties of medicinal plants. The Centre for Environmental Education and Rural Development (CEERD) of the College constituted *Paristhithi Mithra Award* annually and conducts various awareness programmes. Students are also given training in vermi-composting.

## Criterion – VII

### 7. Innovations and Best Practices

#### 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Organ donation campaign  
Health awareness programme  
Introduction of Advance diploma courses in Plant Tissue Culture, Soil & Water Analysis and Practical Accounting.  
Legal awareness classes are organised annually

#### 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action		Achievements
1	Celebration of World Environment Day	The day was observed on 5-6-2013 with a ceremony during which the Paristhithi Mithra award was presented to Tiruvalla Social Service Society.
2	Golden Jubilee Inauguration	Inaugurated by Finance Minister Sri. K.M.Mani on 6-7-2013
3	Orientation programme for the parents of Semester I students	Conducted on 8-7-2013

4	Post admission test	Departments conducted post admission tests for Semester I students
5	Value enrichment programmes for students	Holy Mass and value enrichment classes are conducted on the first working Friday of every month.
6	Fresher's Day and Association Inauguration	Conducted Department wise on 2-8-2013
7	Observance of Malala Day	Observance of Malala Day and inauguration of NSS. activity on 5-8-2013. Presentation of Malala Speech in UN General Assembly.
8	Beginning of Certificate course in Human Rights	Began on 10-08-2013.
9	Celebration of festivals	Celebration of festivals like Onam and Christmas through cultural competitions.
10	Bishoip Tharayil and Sr. Goretti Memorial All Kerala Intercollegiate Volleyball Tournament for Men and Women	Conducted on 24 -27 <sup>th</sup> Sept. 2013
11	Inauguration of Malayala Samajam	Inaugurated by Prof. P. Balachandran, Cine Artist. on 02-12-2013
12	Mar Kuriakose Kunnacherry Sacredotal Golden Jubilee Memorial All Kerala Inter Collegiate Football Tournament	Conducted on 24th to 26th February 2014.
13	Golden Jubilee Memorial Inter collegiate Shuttle Badminton Tournament	Inaugurated on 21st Feb 2014 by Sri. K.N.R.Namboothiri, Malayala Manorama Sports Editor
14	Observation of <i>Mathrubhashadinam</i>	Seminar by P.K. Harikumar, Former Syndicate Member and President Library Council President 24-02-2014
15	National Science Day	Observed on 24th and 25th February 2014
16	Screening of syllabus prescribed plays	Department of English screened the play 'Merchant of Venice' on 27th July 2013.
17	Water analysis in Uzhavoor Panchayat.	Department of Zoology conducted the programme on 25-02-2014.
18	Social awareness programmes for the public and students by NSS.	<ul style="list-style-type: none"> <li>• AIDS awareness programmes.</li> <li>• Seminars on environmental issues.</li> <li>• A social and economic survey at the Marangattupally Panchayat.</li> <li>• Planting heritage and fruit bearing plants in the campus</li> <li>• Campus cleaning.</li> <li>• Conduction of blood donation camp and detection of blood group.</li> <li>• Seven day work camp at K.R Narayanan Govt LP School Kurichithanam.</li> <li>• Organ donation campaign</li> </ul>

19	Social awareness programmes for the public and students by CSM.	<ul style="list-style-type: none"> <li>• Retreat for Catholic students on 23rd to 24th August 2013.</li> <li>• Tuition to the inmates of Balabhavan.</li> <li>• Collection and distribution of Dress and food for orphanage(Akasapparavakal) on 20-12-2013</li> <li>• Organ donation awareness seminar</li> </ul>
20	Alumni Activities	<ul style="list-style-type: none"> <li>• K.R.Narayanan Memorial Intercollegiate Elocution competition on 02-12-2013</li> <li>• K.R.Narayanan Memorial Lecture on NOTA by Sri. G. Karthikeyan on 04-12-2013</li> <li>• <i>Almass</i> General Body on 22-12-2013.</li> <li>• <i>Almass</i> meet presided by Civil Supplies Minister Sri. Anoop Jacob on 27-07-2013</li> <li>• <i>Madhyama Samvadham</i> on 27-1-14</li> </ul>
21	Star watching programme for local public and students	Conducted on 24th February 2014
22	Silver Jubilee Memorial Lecture Series by Department of Commerce	Conducted in July 2013
23	Spoken English class for school students	Conducted in April 2014 by Department of English
24	Other Golden Jubilee Memorial programmes	<ul style="list-style-type: none"> <li>• Mass Run</li> <li>• Ganamela and mimics parade for students</li> <li>• Kalasannndhya</li> <li>• Organ Donation Campaign</li> <li>• Fund raising Mega show</li> <li>• Stephanos Family meet</li> <li>• Symposium on the Significance of Media</li> <li>• Higher Education seminar</li> <li>• Sangamam 64- first batch student and staff gathering</li> <li>• Badminton Tournament</li> </ul>

### 7.3 Give two Best Practices of the institution

#### Value Education Classes

**Objectives :** To instil in individuals principles and values deep- rooted in faith.

The context: The institution's motto INTENDENS IN CAELUM (looking up to heaven) intends to aim at the holistic development of students through out our activities. The session was introduced as a result of the suggestions of stakeholders regarding the need to inculcate values in the students.

**Practice:** The Value Education Cell of the College supervises the conduct of Holy Mass for Christian students and value education sessions for non-Christian students every first Friday.

#### DETAILS OF VALUE EDUCATION SESSIONS

1	2 <sup>nd</sup> August 2013	Rev. Fr. Prince, Bursar, St. Stephen's College, Uzhavoor	Holy Mass and a session on 'Time Management'
2	2 <sup>nd</sup> August 2013	Dr.Sr. Deepa , Department Of Malayalam St. Stephen's College, Uzhavoor	Talk on 'Tips for Better Life'
3	1 <sup>st</sup> January 2014	Rev. Fr. Prince, Bursar, St. Stephen's College, Uzhavoor	Holy Mass and a session on 'Social Media and its effects'
4	1 <sup>st</sup> January 2014	Sri Stevenson P. Abraham, OLL HSS uzhavoor	Talk on New Year.. A New Beginning
5	7 <sup>th</sup> February 2014	Rev. Fr. Prince, Bursar, St. Stephen's College, Uzhavoor	Holy Mass and a session on Patience
6	7 <sup>th</sup> February 2014	Sri Reji Thomas, OLL HSS Uzhavoor	Talk on Developing Self-esteem

Evidence of success: Students benefit from this innovative practice and they are enlightened by the talks related to ethics and moral values. They develop the habit of meditating which helps to sooth their mind. We hope that this type of practice would help them to lead a peaceful life.

Problems encountered and resources required : We cannot utilize all the first Fridays for this practice due to the unavailability of the day in connection with certain parallel programmes / public holidays. Many students mainly teenagers hesitate to participate in this programme due to negative concepts on this principle.

## 2. Women Empowerment

Objectives : To empower the girl students of the College.

The context: Women are sidelined as the 'weaker sex' due to the patriarchal system still prevailing in different parts of the world. To create a positive outlook and attitude towards women empowerment is very essential nowadays.

Practice: The Women Cell functioning in the College conducts programmes which aim to uplift the girl students of the College. Tutorial system is introduced under the guidance of lady teachers so that girl students can approach their tutor to rectify academic / personal needs. In addition to this, remedial teaching, counselling and other interactive sessions are held by the tutor. Tailoring classes, ornament and jewellery making classes along with cycling practice are arranged with the aim of empowering girl students. Different competitions are conducted in the College which offer a platform for girls to show their talents. Programmes are arranged to acknowledge the girl students who achieved high during the academic year

Evidence of success : Girl students get a chance to become emotionally balanced self-esteemed and respectful individuals. They actively participated in various arts and sports programmes when compared to the opposite gender. Reshma Suresh, B.Sc Mathematics Semester V was awarded the Chief Minister's Scholarship 2013 and the best cadet recognition in the Pala Battalion.

Problems Encountered: Scarcity of time and funds create problems which hinder the organisation and effective implementation of programmes related to women empowerment.

### 7.4 Contribution to environmental awareness / protection

A plastic free environment is maintained by various units of the College. The majority of trees in our campus are named and systematically characterised. The Department of Zoology and Botany maintains a hundred varieties of medicinal plants. The Centre for Environmental Education and Rural Development (CEERD ) of the College conducts various awareness programmes. The *Paristhithi Mithra* Award constituted by CEERD is awarded to an efficient environmentalist on an annual basis. The World Environment Day is observed every year. Students are given training in vermi- composting.

7.5 Whether environmental audit was conducted? Yes  No

## 8. Plans of institution for next year

Details are provided in Annexure ii

Name Lally K. Cyriac

Name Dr. Francis Cyriac. E





Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

# ANNEXURE II

## Plan of Action 2013-14

### June 2013

- 03.06.2013 College reopens after summer vacation  
05.06.2013 'Paristhithimithra' Award (CEERD)

### July 2013

- 03.07.2013 NET Coaching class begins - Commerce  
06.07.2013 Golden Jubilee Inauguration  
08.07.2013 Commencement of first semester degree classes  
08.07.2013 Orientation programme for parents of 1<sup>st</sup> sem.students  
11.07.2013 Enrollment of new NSS volunteers  
12.07.2013 Blood campaign and BMI and PCV determination – Dept. of Zoology  
22.07.2013 Post Admission Test  
26.07.2013 Enrolment of new NCC cadets  
27.07.2013 Commencement of NCC parade  
30.07.2013 Workshop on smart class room for the teaching staff- Physics Dept.  
31.07.2013 Planting heritage and fruit bearing trees in the campus- Forestry and Tourism club

### August 2013

- 02.08.2013 Association Inauguration  
05.08.2013 Inauguration of NSS activities and Malala Day Celebration  
08.08.2013 Inauguration of 'Malayala Samajam'  
08.08.2013 Nature camp – Dept. of Zoology and Botany  
10.08.2013 Beginning of certificate course in human rights  
14.08.2013 Commerce updating seminar  
15.08.2013 Independence day celebration - NCC  
16.08.2013 Workshop on personality grooming & Seminar on Ethical Criticism - English Dept.  
18.08.2013 Seminar on 'Water, air & energy' - Chemistry  
21.08.2013 Prof. Thomaskutty Philip Memorial Intercollegiate Paper Presentation Competition-Mathematics Dept.  
23.08.2013 & 24.08.2013 Retreat & Value enrichment Programme - CSM Unit  
23.08.2013 Seminar - Dept.of Economics  
30.08.2013 Departmental Quiz Competition - Mathematics

### September 2013

- 05.09.2013 A seminar on "butterfly garden" - Zoology Department  
05.09.2013 Determination of Blood Group - NSS unit  
06.09.2013 Mathematics Exhibition  
06.09.2013 Water Analysis in Uzhavoor Panchyath - Zoology  
09.09.2013 Seminar By Physics Dept.  
09.09.2013 'Bulls Eye' Release by Commerce Dept.  
10.09.2013 BMI Calculation - By Physical Education Dept.  
12.09.2013 Hindi day celebration  
13.09.2013 Onam Celebration  
14.09.2013 College closes for Onam holidays  
16.09.2013 Celebration of International Day for the Preservation of the Ozone Layer - Forestry and Tourism club  
24.09.2013 Bishop Tharayil and Sr. Goretti memorial All Kerala Inter-Collegiate Volley Ball Tournament for Men & Women

### **October 2013**

- 01.10.2013 Prof. K.M. Joseph Endowment Lecture
- 01.10.2013 Commencement of 'Rosary'(10 days)- CSM Unit
- 04.10.2013 Screening of prescribed play – 'Macbeth'  
Dept. of English
- 04.10.2013 Campus Beautification- NSS Unit
- 10.10.2013 Mushroom cultivation –Dept. of Botany
- 11.10.2013 Three day nature camp – Forestry and Tourism club

### **November 2013**

- 01.11.2013 K.R. Narayanan Memorial InterCollegiate  
Elocution Competition - Alumni
- 04.11.2013 Inter collegiate quiz competition- English department
- 05.11.2013 Maintenance of the in-house medicinal plants, aquarium and vermiculture unit-dept of  
Zoology and Botany
- 06.11.2013 K.R. Narayanan Memorial Lecture- Alumni
- 09.11.2013 Eye testing camp for public by NSS unit
- 12.11.2013 Power Point Competition - English Department
- 13.11.2013 State Level Intercollegiate Quiz Competition-  
Physics Department
- 15.11.2013 Career Development programme in Maths
- 15.11.2013 Physics Exhibition
- 18.11.2013 Folklore Day
- 22.11.2013 Field study trip – Dept of Zoology
- 26.11.2013 Subject Updating Seminar By Commerce Department
- 29.11.2013 Sahithya Sibiram

### **December 2013**

- 10.12.2013 Mar Kuriakose Kunnacherry Sacerdotal Golden Jubilee Memorial All Kerala Inter-Collegiate  
Football Tournament
- 13.12.2014 Golden Jubilee Memorial All Kerala Intercollegiate Shuttle Badminton Tournament
- 18.12.2013 State Level Seminar on MATLAB & LABVIEW for Teachers - Physics department
- 18.12.2013 Dress Collection and Orphanage Visit - CSM
- 19.12. 2013 Christmas celebration with orphans and destitutes – Dept. of Zoology
- 20.12.2013 NSS special camp
- 21.12.2013 Commencement of 7 days Work Camp- NSS Unit
- 22.12.2013 Annual meeting of Alumni Association

### **January 2014**

- 08.01.2014 Street play on "Environmental issues "by NSS unit
- 11.01.2014 Cynosure - Economic Association Fest
- 13.01.2014 Sky watching- Physics department
- 15.01.2014 Silver Jubilee Memorial Lecture serie - Commerce
- 18.01.2014 Inter Collegiate debate Competition
- 14.01.2014 M.G. University Intercollegiate Judo Championship
- 15.01.2014 Seminar on " Environmental disaster and management " –Dept of Zoology
- 16.01.2014 Organ Donation Camp - NSS
- 16.01.2014 Campus cleaning - Forestry and Tourism club
- 25.01.2014 Intercollegiate CSM Volunteer Gathering and Camp
- 26.01.2014 Republic day celebrations- NCC
- 28.01.2014 Inter Department Quiz Competition- Economics

30.01.2014 Screening of the plays - Akale & Glass Menagerie  
Dept. of English

### **February 2014**

03.02.2014 'Bulls Eye' Release  
04.02.2014 Seminar on "Communicable disease and prophylaxis " by NSS unit  
04.02.2014 Poster exhibition and debate on biological and environmental issues - Zoology  
06.02.2014 Lit Hunt 2014 - English department  
14.02.2014 Super Brain Contest- Economics  
14.02.2014 Valedictory Function By Commerce  
15.02.2014 Mathematics Enrichment Programme for School Students  
20.02.2014 Annual Sports Meet  
21.02.2014 Field Trip to places of Environmental Importance  
22.02.2014 Extempore Speech -Economics

### **March 2013**

05.03.2014 Music Quiz By English Dept.  
07.03.2014 Valedictory Function - Economics  
10.03.2014 Workshop on "Palliative care and first aid"- NSS

### **April 2014**

Spoken English Course for School students by Department of English

### **June 2013**

03.06.2013 College reopens after summer vacation  
05.06.2013 '*Paristhithimithra*' Award (CEERD)

### **July 2013**

03.07.2013 NET Coaching class begins - Commerce  
06.07.2013 Golden Jubilee Inauguration  
08.07.2013 Commencement of first semester degree classes  
08.07.2013 Orientation programme for parents of  
1<sup>st</sup> sem.students  
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12.07.2013 Blood campaign and BMI and PCV determination – Dept. of Zoology  
22.07.2013 Post Admission Test  
26.07.2013 Enrolment of new NCC cadets  
27.07.2013 Commencement of NCC parade  
30.07.2013 Workshop on smart class room for the  
teaching staff- Physics Dept.  
31.07.2013 Planting heritage and fruit bearing trees in the campus- Forestry and Tourism club

### **August 2013**

02.08.2013 Association Inauguration  
05.08.2013 Inauguration of NSS activities and  
Malala Day Celebration  
08.08.2013 Inauguration of '*Malayala Samajam*'  
08.08.2013 Nature camp – Dept. of Zoology and Botany  
10.08.2013 Beginning of certificate course in human rights  
14.08.2013 Commerce updating seminar  
15.08.2013 Independence day celebration - NCC  
16.08.2013 Workshop on personality grooming & Seminar  
on Ethical Criticism - English Dept.  
18.08.2013 Seminar on '*Water, air & energy*' - Chemistry  
21.08.2013 Prof. Thomaskutty Philip Memorial Intercollegiate



23.08.2013 & Paper Presentation Competition-Mathematics Dept.  
24.08.2013 Retreat & Value enrichment Programme - CSM Unit  
23.08.2013 Seminar - Dept.of Economics  
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### **September 2013**

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29.11.2013 Sahithya Sibiram

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21.12.2013 Commencement of 7 days Work Camp- NSS Unit  
22.12.2013 Annual meeting of Alumni Association

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16.01.2014 Organ Donation Camp - NSS  
16.01.2014 Campus cleaning - Forestry and Tourism club  
25.01.2014 Intercollegiate CSM Volunteer Gathering and Camp  
26.01.2014 Republic day celebrations- NCC  
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14.02.2014 Super Brain Contest- Economics  
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22.02.2014 Extempore Speech -Economics

### **March 2013**

05.03.2014 Music Quiz By English Dept.  
07.03.2014 Valedictory Function - Economics  
10.03.2014 Workshop on “Palliative care and first aid”- NSS

### **April 2014**

Spoken English Course for School students by  
Department of English

# ANNEXURE II

## Plan of Action 2014-15

### June 2014

02.06.2014	College reopens after summer vacation	
05.06.2014	'Paristhithimithra' Award (CEERD) & Inaguration of	Micro farming
" "	Plantation of Local Fruit bearing trees	
19.06.2014	Launching of St.Stephen's Web Magazine	
25.06.2014	Commerce updating seminar	
28.06.2014	Commencement of Carrier oriented diploma	course "Soil & Water Analysis"

### July 2014

09.07.2014	Interclass Debate Competition-Dept.of Commerce
25.07.2014	Sixth Silver Jubilee Lecture Series -Commerce Dept.
29.07.2014	Symposium Chemistry Forum
30.07.2014	Commencement of first semester degree classes
	Orientation programme for parents of
	I <sup>st</sup> sem.students
	Enrollment of new NSS volunteers

### August 2014

04.08.2014	Enrolment of new NCC cadets	
05.08.2014	Subject updating seminar by Final B Com Students	
06.08.2014	Commencement of NCC parade	
07.08.2014	'Talk on Literary Topic' - English Dept.	
11.08.2014	Symposium Chemistry Forum	
" "	General Debate- Oratory Club	
12.08.2014	Merit Day	
13.08.2014	Two Day UGC Spon. National Seminar 'Academic Plagiarism	&Bibliographic Reference
	Mangement Softwares'- College Library & Dept. of Economics.	
14.08.2014	Inauguration of 'Malayala Samajam'	
15.08.2014	Independence day celebration - NCC	
16.08.2014	Beginning of certificate course in Human Rights &	Education
18.08.2014	Seminar - English Dept.	
21.08.2014	Campus flora Identification	
22.08.2014	Folklore Day -Folklore Club	
" "	Departmental Quiz Competition - Mathematics	
23.08.2014	Inauguration of NSS activities & orientation Camp for	new NSS Voluntears
25.08.2014	BMI Calculation - By Physical Education Dept.	
" "	Seminar on Advanced topic in Physics	
28.08.2014	Two Day UGC Spon. National Seminar on Corporate	Governance in India- Consern's &
	Concepts- Commerce Dept.	
29.08.2014	Symposium Chemistry Forum	
30.08.2014	Jail Visit- CSM	

### September 2014

01.09.2014	Post Admission Test	
04.09.2014	Association Inauguration & Freshers Day	
04.09.2014	Visit Balabhavan -English	
" "	Construction of "butterfly garden"& "Nakshathra	Vanam" in the
	Campus - Zoology Department	
05.09.2014	Onam Celebration	
08.09.2014	Commencement of 7 days work camp NSS Unit.	
19.09.2014	Two day UGC Spon. National Seminar	
	-Dept of Malayalam	

" "	Career Guidance seminar By Mathematics.	
" "	Interdisciplinary Quiz Competition- Chemistry	
23.09.2014	Best Manager Competition -Commerce	
" "	Bishop Tharayil and Sr. Goretti memorial All Kerala Inter-Collegiate Volley Ball Tournament for Men & Women	
24.09.2014	A Seminar on planning in India: Progress	&Challenges- Economics
25.09.2014	Seminar By Physics Dept.	
26.09.2014	Mar Kuriakose Kunnacherry Sacerdotal Golden Kerala Inter-Collegiate Football Tournament	Jubilee Memorial All
26.09.2014	Water Analysis in Uzhavoor Panchyath - Zoology	
29.09.2014	Mathematics Exhibition	
30.09.2014	Literary Day – English	
<b><u>October 2014</u></b>		
01.10.2014	Golden Jubilee Memorial All Kerala Intercollegiate Tournament	Shuttle Badminton
01.10.2014	Field study Trip - Zoology	
01.10.2014	Commencement of 'Rosary'(10 days)- CSM Unit	
03.10.2014	UGC Spon.State level Seminar - Chemistry Dept.	
10.10.2014	Prof. K.M. Joseph Endowment Lecture	
13.10.2014	Campus Beautification- NSS Unit	
15.10.2014	Physics Exhibition - Final B.Sc. Physics Students	
17.10.2014	Symposium Chemistry Forum	
17.10.2014	Mushroom cultivation –Dept. of Botany	
19.10.2014	Book Exhibition - English	
30.10.2014	Three day nature camp – Forestry and Tourism club	
<b><u>November 2014</u></b>		
04.11.2014	K.R. Narayanan Memorial InterCollegiate Elocution Competition - Alumni	
05.11.2014	Maintenance of the in-house medicinal plants, aquarium unit-dept of Zoology and Botany	and vermiculture
06.11.2014	K.R. Narayanan Memorial Lecture- Alumni	
07.11.2014	State Level Intercollegiate Physics Quiz Competition- Physics Department	
14.11.2014	Medical camp for public by NSS unit	
18.11.2014	Folklore Day	
21.11.2014	Intra Disciplinary Quiz Competition- Chemistry	
25.11.2014	State level inter collegiate Powerpoint Presentation Physics Department	Competition-
28.11.2014	Symposium Chemistry Forum	
<b><u>December 2014</u></b>		
05.12.2014	A Seminar on 'Perl Culture' - Zoology	
06.12.2014	Visit to Adopted Village- NSS Unit	
07.12.2014	subject Updating seminar by M.Com. Students	
12.12.2014	Career Guidance seminar - Economics	
15.12.2014	Mathematics Enrichment Programme- Maths	
16.12.2014	Product launch Competition - Commerce	
18.12.2014	State Level Seminar on MATLAB & LABVIEW for Students- Physics department	Teachers & M.Sc.
18.12.2014	Dress Collection and Orphanage Visit - CSM	
19.12.2014	Christmas celebration with orphans and destitutes –	Dept. of Zoology
" "	'Food Fest' - English	
21.12.2014	Annual meeting of Alumni Association	

### **January 2015**

02.01.2015 Symposium Chemistry Forum  
06.01.2015 Subject Updating Seminar by Second BComStudents  
09.01.2015 Poster Exhibition- Zoology Dept.  
09.01.2015 General Quiz competition - Mathematics  
13.01.2015 Sky watching- Physics department  
15.01.2015 Street play on "Environmental issues "by NSS unit  
16.01.2015 Inter Association Quiz Competition - Physics Dept.  
20.01.2014 Campus cleaning - Forestry and Tourism club  
23.01.2015 Artha Fiesta- 2015 - Economics  
26.01.2015 Republic day celebrations- NCC  
28.01.2015 Intercollegiate CSM Volunteer Gathering and Camp  
30.01.2015 Lit Hunt - English

### **February 2015**

06.02.2015 Seminar on "Communicable disease and prophylaxis " by  
NSS unit  
12.02.2015 Valedictory function -Associations  
13.02.2015 Screening of the plays - Akale & Glass Menagerie  
Dept. of English  
14.02.2015 Field Trip to places of Environmental Importance  
19.02.2015 "Mathrubhasha Dinam" - Malayalam  
20.02.2015 Music Quiz By English Dept.  
20.02.2015 Annual Sports Meet  
24.02.2015 Commerce Fest  
27.02.2015 Literary Quiz - English  
27.02.2015 Science day Celebration - Chemistry

### **March 2015**

04.03.2015 Budget Evaluation- Economics  
06.03.2015 Valedictory Function  
13.03.2015 Sky watching- Physics department