



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**St. Dominic's College
Kanjirapally**

- Name of the Head of the institution **Dr Seemon Thomas**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04828234340**
- Mobile no **9495325341**
- Registered e-mail **principalsdc@gmail.com**
- Alternate e-mail **principal@sdck.in**
- Address **Parathode P O, Kanjirapally**
- City/Town **Kottayam**
- State/UT **Kerala**
- Pin Code **686512**

2.Institutional status

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

- Location **Rural**

- Financial Status UGC 2f and 12(B)
- Name of the Affiliating University Mahatma Gandhi University
Kottayam
- Name of the IQAC Coordinator Prathish Abraham
- Phone No. 04828234340
- Alternate phone No. 8157896479
- Mobile 9447090869
- IQAC e-mail address iqac@sdck.in
- Alternate Email address iqacstdominics@gmail.com

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

<https://sdck.in/aqar-reports/AQAR%202021%20-2022.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://sdck.in/Academic%20Calendar%20-%202023-24.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Three Star	66.25	2000	06/02/2000	05/02/2005
Cycle 2	B++	81	2007	10/02/2007	09/02/2012
Cycle 3	A	3.1	2017	28/03/2017	27/03/2022
Cycle 4	A+	3.43	2023	02/11/2023	01/11/2028

6. Date of Establishment of IQAC

01/09/2004

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr Rani Alphonsa Jose	SERB - TARE	DST	2021 - 2 Years	1830000

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

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **8**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

Prepared the College for 4th Cycle Accreditation and submitted IIQA Constitution of NAAC Accreditation Committee and ensured the supporting documents in each criteria of Assessment

National Level seminars and workshops in association with National level Institutions of eminence

Construction and Purchase of Academic infrastructural supports and enhancement of student amenities.

Ensure Quality component in all activities of the college

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

Plan of Action	Achievements/Outcomes
Leading the college into 4th Cycle of Accreditation	Submitted IIQA on March 2023
Well Planned Preparations for Accreditation Process	Various Committees were formed and are functioning smoothly in accreditation related works
Enhancing Quality of Education and conducting more academic exercises for enhancement of academic exposure of students	Workshops in collaboration with leading National institutes and organisations
Better Placements and Progression	Successfully achieved the goal
Enhancement of Infrastructural facilities	Successfully completed the projects

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	15/03/2024

14. Whether institutional data submitted to AISHE

Part A

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• Mobile	9447090869				
• IQAC e-mail address	iqac@sdck.in				
• Alternate Email address	iqacst dominics@gmail.com				
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4.Whether Academic Calendar prepared during the year?	Yes				
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Name	Date of meeting(s)
IQAC	15/03/2024

14. Whether institutional data submitted to AISHE
--

Year	Date of Submission
2022 - 2023	19/03/2024

15. Multidisciplinary / interdisciplinary
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St. Dominic's College, being affiliated of Mahatma Gandhi University is bound to follow the curriculum and syllabus of the university. However the institution adapts and implements the directions taken by university in tune with the changes that take place in the field of education. Within its sphere of freedom the college tried to develop an interdisciplinary / multidisciplinary academic approach. The provision of open courses and choice based courses in UG and elective courses in PG open the doors for Inter/multidisciplinary approach. One course in every UG programme is entirely on Environmental issues and Human Rights.

The provision of common courses in languages will help to install literary skills along with creation of artistic, cultural and humane thoughts. The institutional bodies conduct curricular and co-curricular seminars and workshops of interdisciplinary nature. The provision of Add on and Certificate courses by the departments add more space to multi disciplinary studies. There is a strong academic collaboration between DST -FIST funded departments of the institution, in implementing and introducing interdisciplinary projects. Each and every department organizes programmes, which will benefit students of other disciplines too. A multidisciplinary online journal titled Reflection was published by the college that promotes diverse research activities. Apart from the college makes special initiatives form conducting add on courses of mandatory nature, in communication and computing areas.

16.Academic bank of credits (ABC):

The college is being an affiliated institution, can only follow the instructions of affiliating University in the implementation of Academic bank of credits. A nodal officer is appointed to follow the instructions from higher authorities and to take appropriate measures. Teachers are instructed to give awareness to students on the concept the Academic Bank of Credit. The college is a local chapter of SWAYAM NPTEL and students are encouraged to enroll in various courses. This will help the students when the Bank of credit is implemented at college level. Students are also being informed about National Academic Depository. Efforts are being taken by the institution to promote academic collaborations between colleges for introducing Add on courses jointly. The institution aims to be part of the Academic Bank of Credit, once the institution gets an autonomy status thereby securing the right to award Degrees.

17.Skill development:

Skill development has become an integral part of teaching learning process in higher institutions. Realizing the need of skill based education, St. Dominic's College also included measures for improving the multi dimensional skills of our students, even though being restricted to follow university curriculum. Through the Seminars, Assignments, Projects and Field visits the soft skills like presentation skills and interview skills, general language skills and writing skills are integrated into the curriculum. Skill training programme and courses in various fields are offered by the Departments, HRD Cell, Women Empowerment Centre, Innovation and Entrepreneurship Cell (IEDC),

Additional Skill Acquisition Programme (ASAP). The college conducts special programs for enhancing the Communication and IT Skills through targeted programmes. The artistic and sports programmes and other club and association activities are directed at developing various Life skills and cultural skills along with the co-curricular and extra -curricular ones. Being a local chapter of NPTEL, students are encouraged to follow skill based courses.

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

The Indian Knowledge system and tradition is given utmost importance at the institution. Courses based on Indian language and culture is offered in Malayalam and Hindi languages and literatures; Malayalam is employed to teach science and social science subjects as part of the multilingual approach of the institution and also in administrative purposes. The Hindi Department, even being a single faculty department conducts various programmes for popularization of Hindi. The value education programme conducted annually inculcates into the students a deep sense of human values which is an integral part of traditional Indian education system. By Nurturing a herbal Garden, we are providing the pieces of valuable knowledge about Indian medicinal system to students. The institution also takes effort to integrate the Indian tradition and culture through celebrating days of National importance as well as national festivals like Holi along with regional festivals. The History Department conducts field visits in historically important places while other departments

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

The College follows the syllabus of affiliated university which not fully outcome based. Yet the college by itself framed outcomes for the programmes and courses offered by us. Under the initiative of IQAC, these Programme Outcomes, Course Outcomes and Programme Specific Outcomes have been incorporated into the teaching-learning process. Students are made aware of Outcome based educations and attainment of outcomes, through orientations right from the time of admission. The attainment of outcome is monitored through the continuous evaluation committee constituted by the college. The academic software is constructed in a way that the outcomes can be evaluated as and when the affiliated University decides to implement it. Teachers are encouraged to be updated on outcome based approach through participation in various seminars, workshops and induction programmes by HRDC.

20.Distance education/online education:

St Dominic's College being a non autonomous institution cannot offer distance education by its own, but the possibilities of online education are utilized, especially from pandemic period onward. As a first step, the institution ensured the availability of online facilities and gadgets to all its students, with the support of management, teachers, alumni and well wishers. IQAC organized digital teaching training for teachers to enable them with online resources and platforms. The institution updated its website, Wi-Fi facility, computer labs and upgraded Information Communication Technology. International and National seminars have been organized in the online mode facilitating wide spectrum knowledge exchange. Many faculty members have attended Faculty Development Programmes in the online mode. After pandemic period, we are moving forward with the blended learning mechanism to meet the requirements of the fast changes brought about in the field of education. The College is a local chapter of NPTEL, participation in MOOC Courses are encouraged and the usage of eresources and knowledge bases are enhanced.

Extended Profile

1.Programme

1.1	608
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1388
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	337
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	540
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	88
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	88
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	56
Total number of Classrooms and Seminar halls	
4.2	347
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	125
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum and academic calendar is prepared by affiliated university which the college follows and monitors its implementation in tune with vision of college. Detailed plans are made by the departments for the effective curriculum transaction. Academic calendar is prepared and followed in tune with university calendar. Academic coordinators ensure that time table is followed and nullify free hours. Along with lecture method, innovative teaching methods such as group seminars, video lectures, case studies, project works, assignments, discussions, workshops and industrial visits are followed. Assessment is made by Continuous Internal Evaluation and outcomes of the curriculum transaction are assessed regularly. Allocation of the subjects to the faculty is done taking into consideration, the faculty qualifications, subject specialization, experience and feedbacks of previous years. Invited lectures, Industrial and field visits are organized. Periodical feedback is obtained from the students on teaching.

Head of the Departments review the teaching-learning process, observe academic progress of the students and to address grievances. Faculty members are members of the Board of Studies of the university and Autonomous Institution, as well as course restructuring and revision committees and Question paper setting committees constituted by affiliating University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

Being an affiliated college without autonomous status, the Academic Calendar prepared by the parent university is followed by the college. In tune with the academic calendar, the college designs internal Continuous evaluation time table and activity calendar, delivers curriculum, and continuously evaluates the teaching and learning process. Exams are conducted as per the schedule (Mahatma Gandhi University Examination Calendar) given by the university.

A committee is specifically constituted for Continuous Evaluation and internal assessments, and its functioning is ensured. The college communicates all messages from the university to the student community and makes them prepare for examinations. The examinations are conducted in a smooth and transparent manner. Internal evaluations are done by the college as per a schedule decided by the college council. The timetable, exams, and result publications are done based on this schedule. The implementation of this schedule is carried out by the Internal Exam Committee and the Continuous Evaluation Committee. The dates for reexamination will be decided by the departments. The results are uploaded to the university website as per directions from the university. Advanced and slow learners were identified and are handled effectively for ensuring enhancement in performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

19

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

14

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1181

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

40 courses under various UG and PG programmes include topics on professional ethics in academic, research and business fields, 45

courses address gender issues within their modules, 49 courses deals with environmental issues within their course of study and 68 Courses address issues on human values. A course on environmental studies and human rights has been incorporated into the fifth-semester UG syllabus of all programmes and a MOOC Course in Organic Farming is compulsory to all UG students. The open course offered by the departments for fifth semester students deals with most of the cross-cutting issues. Projects with a special focus on cross-cutting issues have been completed by students in various programmes. In addition, the college offers certificate programmes, skill enhancement courses, and value-added courses to add skills and orient students towards professional ethics. The Departments of Botany, Agriculture Technology, and Food Science offer various courses on the environment and sustainability. On-campus green initiatives include an herbal garden, a butterfly garden, a botanical garden, and vermin composting units and training. The Nature Club organises nature camps, field trips, and study tours to ecologically significant locations. The institution offers valuable enrichment classes to all the students through classes and training programmes.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

19

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

475

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sdck.in/iqac/Feedback%20Report%20to%20Website.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sdck.in/igac/Feedback%20Report%20to%20Website.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

608

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

81

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college ensures that slow learners are supported and advanced learners are motivated for enhanced performance. Bridge courses

and induction programmes conducted before the commencement of regular classes helps to identify the weak students are initially identified and monitored from the beginning. Remedial sessions are provided to support slow learners. Class study groups are formed with an advanced learner as the leader. The previous year's university question papers are available online through the website. Students are assigned a teacher-mentor who is responsible for their academic guidance and personal counseling. Counseling Cell, with the service of an external professional counselor helps students deal with issues of depression and stress. The college fine tunes advanced students with projects, paper presentations or publications, and participation in seminars, workshops, seminars, invited talks and so on. They are also motivated by online courses and MOOCs. They benefit from electronic resources from the college library. Merit Day is organised annually to honour the achievements of students. They are supported with various scholarships and endowments. The PG departments conduct coaching and orientations for national-level exams. They are charged with conducting academic programmes and peer teaching to fine-tune their abilities.

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

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

Number of Students	Number of Teachers
1388	88

File Description	Documents
Any additional information	View File

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

All students had to complete a project as a part of the syllabus. They are also supported by field trips, industrial visits, nature camps, job training, and internships that expose students to the workplace and allow them to understand and apply

concepts. Open/choice-based courses, add-on courses, etc. impart experiential learning and prepare students for diverse career options. The Innovation and Entrepreneurship Development Cell helps to impart innovative skills. The DST-supported research lab and well-equipped laboratories facilitate experiential learning.

Students are encouraged to organise quizzes, group discussions, debates, interactions, etc. among themselves. Short films, dramatic performances, and role-plays; university-college or department-level programmes Study groups, peer teaching, debates, and subject quizzes all ensure participative learning. ICT-enabled classrooms, language and audio-visual rooms, and technology-assisted teaching and learning through virtual platforms enhanced the mode of learning to higher levels. The design of online magazines, brochures, and posters using digital knowledge allows students the scope to explore and apply their ICT skills. Students are guided to develop e-content and present seminars using PowerPoint. They are encouraged to participate in online courses like SWAYAM, NPTEL, etc. It is also ensured that their skills are also improved through various activities, thereby improving their career prospects.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sdck.in/Student%20Centric%20Methods.pdf

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

The college ensures that faculty and students adapt themselves to the changing digital needs of society. A Wi-Fi-enabled campus creates an environment conducive to virtual learning. The college has 21 ICT-enabled classrooms equipped with LCD projectors and laptops, a computer lab with 50 computers, a language lab, and a digital library with 20 computers, as well as computer facilities in departments for projects, experiment assessment, submission of assignments, etc. Faculty and students are encouraged to take up MOOC courses and attend training programmes, workshops, and seminars related to the use of ICT. Lecture halls, conference halls and seminar halls are provided with ICT amenities to facilitate the smooth conduct of invited talks, workshops, and seminars. Faculty use Google Classrooms for sharing study

materials and recorded lectures. YouTube videos, movies, filmstrips, PowerPoint presentations (PPTs), and video recordings are used for effective course delivery and for conducting online assessments. Online submission of assignments and ICT-based seminar presentations by students are also encouraged. The College Library has been automated and facilitates access to the N-LIST, online publications, and e-resources. Students are guided toward e-content development. DeQ software by IPSR is implemented to aid academic management.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

87

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

88

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

22

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

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

2.4.3.1 - Total experience of full-time teachers

563

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The Continuous Evaluation Committee, headed by a senior faculty member, works with the Examination Committee and departments for effective monitoring of the continuous evaluation process. Students are evaluated on a continuous basis through mandatory internal theory and practical examinations, class tests, assignments, seminars, and viva voce. Through additional hours, the syllabus is completed as soon as possible so that revisions and extra coaching can take place. Before the university examinations, model examinations are given to all classes. Two internal exams are conducted in a semester, and re-examinations are given to needy candidates as and when required. Class tests and revision tests are conducted on a regular basis. The internal examinations are conducted on par with university examinations in the selection of questions and mode of conduct. Malpractices are prevented, and standard valuation is ensured. Exam dates are fixed in the academic calendar, and time tables are published well in advance. Based on the assessments, proper remedial measures are also initiated. Based on their performance, remedial coaching and tutorial sessions are given to slow learners. The internal examination committee implements and conducts examinations, while the continuous evaluation committee ensures proper follow-ups.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

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

The internal examinations are evaluated as per schedule, and the teachers distribute mark lists personally to the students with proper suggestions and corrections. The internal marks for examinations, assignments, seminars, and presentations are allotted based on the rules framed by the university. The internal mark lists are signed and verified by the students before they are uploaded to the university site. In case of any grievances about the CIE processes, the three-tier hierarchical procedures are followed by the college as stated in the college handbook. Grievances about the Continuous Internal Evaluation Procedures are taken seriously, and redressal measures are initiated by the student's concerned department. The unresolved matters are forwarded to the Grievance Redressal Committee, chaired by the principal. If satisfactory measures cannot be implemented, then the complaint can be taken to the University for

Proper Action. The Examination Cell and the Invigilation Squad, which constitute every academic year, play an active role in the smooth conduct of all the internal examinations. CCTVs are regularly checked and maintained, as they work as proof and help to record any malpractices or other difficulties faced by the students during the conduct of internal examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

2.6 - Student Performance and Learning Outcomes

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

The POs, PSOs, and COs for the programmes offered by the institution based on the syllabus framed by the Mahatma Gandhi University are designed by the college and uploaded on the college website. Teachers are instructed to be familiar with the POs, PSOs, and COs of their courses and are entrusted with communicating them to students. The IQAC encourages faculty to participate in seminars, FDPs, and workshops related to outcome based education as well as in syllabus revision workshops conducted by the university. Orientation Programmes are organised at the college and department levels prior to the start of the course to communicate the details of POs, PSOs, and COs to students. Class teachers periodically discuss the outcomes during the tutorial hours to keep students informed of the scope and extent of the discipline and future opportunities and make sure that all the students have a clear idea about the POs, PSOs, and COs of their programmes. During class, the faculty in charge of a particular course explains the COs in detail. The fulfillment of the objectives of the programme is measured through satisfaction surveys of stakeholder groups and academic and administrative audits.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/aqar-reports/OUTCOMES%20FINAL%20PDF.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcomes and program-specific outcomes are accomplished through curriculum. POs and PSOs for all programmes and COs for each course are assessed for their attainment through internal and external methods. The COs are kept as the core, based on which the questions for the internal examinations and topics for assignments are framed, and the attainment is assessed from the answer scripts. Continuous assessment through seminars, assignments, viva voce, and projects helps evaluate the attainment of learning outcomes. Reports of internships and on-the-job training, data on pass percentage, the progression of students to higher studies and placement and feedback help assess the attainment of learning outcomes. The department determines the cut-off percentage for various courses' CO attainment. Course outcomes of UG programmes are evaluated using indirect grading, whereas course outcomes of PG programmes are evaluated using direct grading. These PSOs are measured using the weighted average method with grade points on a scale of 10. Using this weighted average, the percentage for the attainment level for outcomes is assessed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/internal.php

2.6.3 - Pass percentage of Students during the year

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

451

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://sdck.in/results.php

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://sdck.in/igac/Student%20Satisfaction%20Survey%20Report%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

19.3

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

4

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dst.gov.in/

3.2 - Innovation Ecosystem

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

St. Dominic's College has established a thriving ecosystem for research and innovation through the implementation of various initiatives: Innovation and Entrepreneurship Development Center is in the forefront of identifying and nurturing budding entrepreneurs within our student community. By providing guidance, support, and resources, we aim to cultivate the entrepreneurial spirit and equip our students with the skills and mindset required for success in the dynamic business world. The college has successfully established a state-of-the-art research lab spanning an impressive area of 6000 square feet. This well-equipped facility caters to the fields of botany, chemistry, and physics, providing an excellent environment for scientific exploration and innovation. The college supports neighborhood business owners by giving them access to resources and provides networking opportunities.

We have established a strong collaboration and networking among

the various fields in the innovation system, including universities, research institutes, businesses, and government agencies. This helped us to facilitate the exchange of ideas, knowledge, and resources, and promotes the development of new technologies and products. St. Dominic's College initiated the implementation of the Indian Knowledge System (IKS) in 2022 with a focused mission to promote interdisciplinary research, preserve and disseminate traditional knowledge systems, and foster innovation and collaboration. Local entrepreneurs can access knowledge and research support from the institution and investigate new commercial opportunities by combining ancient methods with current innovations.

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

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

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

15

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

10

File Description	Documents
URL to the research page on HEI website	https://www.sdck.in/randd.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities carried out in the neighborhood community had a significant impact on the holistic development of students, as well as the community as a whole. In line with this mission,

the primary focus of the College is to sensitize students about social issues so that they can become socially responsible citizens with a solid commitment to humanity and nature. The major initiatives during the assessment period includes

The College conducted awareness campaigns on traffic rules and road safety in collaboration with the police and transport departments.

Punyam Poonkavanam: The student volunteers extended their support in the cleaning of Erumely town and Pampa river after Sabarimala Pilgrimage.

Free Eye Checkup camps and free treatment in collaboration with sponsoring agencies.

Harithamithram Smart Garbage App which helped the government authorities to monitor the management of Non - biodegradable wastes, The NSS volunteers ensured 100% registration of the shops of Kanjirapally Panchayath in the aforesaid App.

Voter ID Registration Help Desk Hair Donation Camp conducted to create awareness and extending help to the cancer patients.

Blood Donors Forum Anti Narcotics awareness programmes

Distribution of tree saplings and planting of trees, renovation of ponds for water conservation, construction and maintenance of Herbal, Botanical Butterfly and Lotus gardens plastic free campus etc.

The college UBA team conducted an assessment survey in the nearby panchayaths and Bottle Booths were installed in required places. Social awareness talks were conducted on various topics.

The college supply 100 meals to a destitute home once in every week.

File Description	Documents
Paste link for additional information	https://sdck.in/igac
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

750

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

11

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

The college is situated in a lush green campus of about 25 acres and has a strategic location near NH 183 which affords an easy access to all the amenities. The Old block consists of all the important offices of administration, Career and Placement Cell, Science Labs, Language Lab, 3 Seminar Halls, Visitors Parlour, Guest Room, Smart Classroom, Library, Honesty Shop, Counselling and Medical Aid room, Chapel and classrooms of all the aided programmes. The New Block houses Computer Lab, DST Funded Science Lab, 1 Conference Hall and classrooms of all the self-financing programmes. 21 ICT enabled classrooms and Seminar Halls are equipped with Wi-Fi/LAN facilities and LCD/Smart boards. The college has a Common Research Lab supported by DST, 10 departmental laboratories (Botany - 2 nos., Zoology - 1 nos., Chemistry - 3 nos., Physics - 2 nos., a Food Processing Laboratory and a Food Analysis Laboratory), a Language Lab, Life Science Museum and Herbarium. The college has 125 computers distributed in various computer labs, classrooms and library. The campus is fully WiFi enabled, and all staff rooms have LAN ports for internet (200 mbps and 21 Wi-Fi access points) which ensures best-in-class network speed without interruptions. A transformer (340KV), a solar plant in the New Block and a Generator (120KV) is installed for uninterrupted power supply.

The college is an exemplary example in protecting the environment with Butterfly Garden, Herbal Garden, Pteridophyte Garden etc. and familiarizing various agricultural practices like Precision Farming, Rainwater Harvesting, Portable Vermicomposting, Rain Shelter etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/iqac/4.1.1%20Infrastructure.pdf

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

The college has been one of the forerunners in sports and games, with medal-winning performances at state and national levels. The college has a spacious play area spanning over 5 acres. Infrastructure facilities for sports include a 400-meter, 8-lane track, volleyball court, basketball court, football ground, shuttle badminton court (indoor), handball court, cricket pitch on turf, 2 long jump pits, ball badminton court, gymnasium, wrestling mats, weight training sets, table tennis board, and store room. The college is supported by the Kerala Sports Council with the assistance of a full-time athletic coach. Indoor games such as chess, carrom, table tennis, wrestling, powerlifting, weightlifting and yoga training can be played in the Multipurpose Indoor Stadium and mini auditorium. The gymnasium and health club are maintained to maintain the physical fitness of staff and students.

The Silver Jubilee Auditorium hosts programmes like Arts Fest, College Day, Onam, and Christmas Celebrations. The seminar halls and audio visual rooms are used for the conduct of cultural events and workshops. The College Union, Arts Club, Debate and Quiz Club, etc., along with various associations, frequently organise training, activities, and workshops. The open spaces are used for cultural celebrations and programmes like flash mobs, mime, and street plays

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/iqac/4.1.1%20Infrastructure.pdf#page=31

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

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/iqac/4.1.1%20Infrastructure.pdf#page=18
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is fully automated with KOHA, an Integrated Library Management System Open Source Software that provides a user-friendly environment with the best learning experience. The library is open to staff and students from 8.30 am to 4.30 pm on all working days. Website link:<https://sites.google.com/sdck.in/sdclibrary/home>

E Resources

Campus wide access to library Online Public Access Catalogue(OPAC) via LAN and remote access via Web OPAC(<https://sites.google.com/sdck.in/sdclibrary/home>). Access to e-books and e-journals through paid databases :INFLIBNET, N-

LIST(College ID-2503) <https://nlist.inflibnet.ac.in/>) and DELNET (College ID -IM5943) <https://delnet.in/>

Dspace which works as Institutional repository (<http://192.168.20.6:8080/xmlui/>) - a collection of digital objects and associated metadata from the college.

Any digital content can be uploaded and prepared for user's access. Digital library includes thesis, publications, previous year question papers, project reports and E-books which can be accessed from anywhere. 20 systems are provided for internet browsing and searching E-resources in the computer lab near the library. The library has a total collection of 34623 books (28360 titles) and subscribes to 13 academic journals, 50 magazines and 8 newspapers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.90

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

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

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

92

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college recognizes the importance of ICT facilities for academic purposes and the IT infrastructural facilities are steadily improved to equip students to be skilled in a techno-imperative society. The college has 125 computing systems distributed in five computer labs, departments, laboratories, classrooms, and library. The institution possesses a High-Speed Wi-Fi facility which ensures best-in-class network speed without interruptions. The college has BSNL VPN connection with 200 mbps speed and Kerala Vision connection with 100 Mbps. The routers are future-ready with 5 GHz Wi-Fi capability in addition to the regular 2.4GHz, so that the upgradation to the next-level of Wi-Fi will be smooth. The campus is fully WiFi enabled with 21 access points and uninterrupted network is made available to all staff and students. All computers and networking systems are secured by regular updation of software and anti virus installment.

The college has enhanced technology enabled learning spaces with 21 ICT-enabled classrooms, Seminar halls and Conference rooms that are equipped with Wi-Fi/LAN facilities and Digital Panel boards/Smart Boards. The college has a public address system and a server for the smooth functioning of library software. The

Language Lab offers a technologically enriched language learning platform and the institution functions as a local chapter of Swayam,NPTEL. The G-suite subscription facilitates college e-mail addresses with institutional domain, unlimited drive storage, administrative tools, advanced settings, Google classroom, meet,etc

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/iqac/4.1.1%20Infrastructure.pdf#page=18

4.3.2 - Number of Computers

125

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

10

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

A well-established system is followed for the maintenance and utilisation of computers, classrooms, equipment, and laboratories on campus. The Governing Body, College Council, IQAC, Planning Committee, Research Committee, and Library Advisory Committee take the initiative to properly maintain the facilities in their respective areas. The physical facilities for academic purposes, such as classrooms, laboratories, rain shelter farming units, workshops for activity-oriented classes, library facilities, computers, and essential software, are carefully maintained. The ICT facilities include computer labs, a language lab, ICT tools for education, Wi-Fi connectivity, and e-governance facilities that are updated and maintained.

The sports facilities include a playground, basketball, volleyball, and shuttle courts, sports equipment, and a gym. The sports equipment is regularly serviced, and new equipment is purchased as the need arises. Ground levelling and repairs for courts and other sports grounds are done annually. The physical facilities are maintained and monitored by the bursar, who is appointed by the management. A maintenance register is maintained, and a team of trouble shooters is made available on demand. The maintenance and cleaning of the classrooms and laboratories are done frequently. . All policies ensure the optimal utilisation of the provisions and facilities of the college to students and society.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/aqar-reports/Maintenance%20and%20Utilization%20Policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

647

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

194

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	www.sdck.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

932

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

932

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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

65

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

145

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

34

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

60

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The College Union of St Dominic's College is a common platform for all college students to come together and organise events and activities with the goal of developing their critical

thinking, creative abilities, and social commitment in accordance with Mahatma Gandhi University rules and regulations, under the control of the principal, on the advice of the teacher in charge, and under the leadership of the elected office bearers. The objectives of the college union are to train the students of the college in parliamentary democracy, make them aware of their duties, responsibilities, and rights, promote opportunities for the development of character, leadership, efficiency, and a spirit of service, and encourage extracurricular activities like the Youth Festival, Sports Meet, etc. Students are allowed to organize cultural programs, quizzes, debates, seminars, etc. for acquiring knowledge on current topics and developing deep thinking about them. All student associations and clubs have student coordinators, who are entrusted with running the club's programs, with teachers taking a supportive and advisory role. The student members of IQAC, RUSA Committee, Grievance Redressal, and Anti-Ragging Committees and all other administrative committees are encouraged to raise their points in meetings and thereby become part of decision making.

File Description	Documents
Paste link for additional information	www.sdck.in
Upload any additional information	View File

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

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

19

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

Former Students Association (FOSA), the college's active alumni association, constituted in 1972 (Reg. No. KTM/TC/284/2022) acts as a bridge between alumni and their alma mater, giving the current and former students a chance to develop positive synergies and grow together. The office bearers except the teacher in charge and the treasurer are elected by its members once in three years. The outgoing students of every year turn out to be members of FOSA, with a one-time membership fee of Rs.100. The presence of 12 alumni in the present faculty is a boost to the activities of FOSA. Besides FOSA, departments have their own alumni forums through which the alumni motivate and extend their expertise to the present students. FOSA promotes department/batch wise gatherings all around the year. Several batches of various departments had reunions during the last 5 years. FOSA extends the required support in the endeavours of the college including infrastructural development and provides support in extension and outreach activities of the college. FOSA has generously associated with the college's initiative "Koodeyund SDC" for supporting the needy students and families at the times of COVID pandemic and disastrous floods in 2021.

The activities of FOSA during the assessment period includes

Providing support to alumni gatherings Expert Lectures, Motivational talks and Industry/Work experience sharing Academic and Experience sharing by alumni in all departments. Orientation programme on UGC NET preparation for PG students in some Departments Career guidance and Skill development trainings by Alumni Financial Support

File Description	Documents
Paste link for additional information	https://sdck.in/alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St. Dominic's College Kanjirapally is a minority co- educational institution run by St. Dominic's Cathedral Church Kanjirapally.

Vision: A centre of learning that moulds refined individuals, quality leaders, and a society of committed human beings

Mission: We strive to ensure that our students are intellectually competent, morally upright, and sensitive to the needs of fellow human beings. As a college in a rural area catering to economically and socially disadvantaged students, it is our primeduty to equip our students for a better future by shaping their personalities, strengthening their character, instilling in them a sense of responsibility, and developing their potential to its fullest.

The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. He provides guidance and support to the principal in all matters. The principal is the academic and administrative head of the institution who decides internal matters and takes important decisions in consultation with the college council and IQAC. The bursar is in charge of infrastructure development and maintenance. The Internal Quality Assurance Cell (IQAC) and College Council discuss all the major programmes and issues in the college and support the principal.

File Description	Documents
Paste link for additional information	https://sdck.in/about.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

The institution ensures decentralized governance through delegation of authority at various levels. The governing body has two elected members from the faculty. All the major decisions related to the functioning of the college are taken by the college council. Faculty members who are in charge of various committees and associations are given a free hand in implementing their ideas in tune with the vision of the college. During staff meetings or various committees meetings, faculty members are encouraged to make suggestions on academic, administrative, co-curricular and extracurricular activities. The departments can also implement the ideas and innovative changes on their own by simply informing the principal, except for actions that require drastic policy changes.

The building committee, purchase committee, and financial committee have enough representation from the faculty members. The student leaders' forum is a committee of class leaders who can directly interact with the principal on any matters related to students' affairs and academics. Discussion will be made among this committee about the new changes that the college has brought about. The students are also allowed to express their opinions and make suggestions, as they have sufficient representation in all important decision-making bodies and committees.

File Description	Documents
Paste link for additional information	https://sdck.in/about.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college's developmental programme is based on two types of plans: a five-year long-term plan and an annual short-term plan. IQAC formulated a plan document (IDP) for the period 2017-2022. It envisages an overall development of the college in tune with the commendations of the previous NAAC Peer Team. In tune with this institutional plan, departments produce annual plans.

The thrust area was the development of research infrastructure. Teachers with doctoral degrees were selected, and existing faculty members were encouraged to register for research through various

policy decisions. Various funding sources are found, and a well-furnished science research lab is developed with the support of DST through FIST funding. Apart from that, the departments conduct seminars for research purposes. A hostel building was constructed for girls, and a toilet complex for students was also in the final stages of construction. A new academic block was finished, and three new courses were started. The promotion of entrepreneurial activities and an innovation atmosphere is also part of the plan document. Training programmes and add-on courses were introduced. The Karuthal scheme was brought out as a best practice. Professionalism became a criterion in the selection of administrative staff. All physical facilities were improved.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sdck.in/ssr.php/Institutional Plan Document
Upload any additional information	View File

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

The highest authority in the organogram of the institution is the bishop of the Kanjirapally diocese, who is designated as the patron. The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. The principal is the academic and administrative head of the institution, and all the major decisions related to the functioning of the college are taken by the college council headed by the principal.

The college follows well-established policies in tune with government and UGC regulations for governance, appointment, and service-related matters. Vacancies are reported to the DCE, Government of Kerala, and on receipt of concurrence, they are advertised as per the regulations prescribed. The interview is conducted by a duly constituted panel as per UGC regulations and university directives. Guest faculties are recruited as per government rules and on the basis of merit. The college follows an impartial and transparent promotional policy based on the Career Advancement Scheme (CAS) of the UGC for the promotion of the teachers. The institution complies with the UGC regulations, the

Kerala Service Rules (KSR), and the Mahatma Gandhi University Statutes as in vogue from time to time.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	webpage https://sdck.in/igac/Institutional%20Organogram.pdf
Upload any additional information	View File

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 inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college ensures welfare measures for its staff members. All needed facilities for smooth operation are provided, and the building's design and furnishings ensure that faculty and staff can work comfortably. All sorts of support are provided in due time. There is an MOU with a nearby hospital for emergency treatment. St. Dominic's College Staff Credit Society provides services for savings and deposits of funds as well as long-term and short-term loans. The support measures include a gym and yoga centre, a shuttle badminton club, an annual retreat and spiritual welfare programmes, outings for staff and family get-togethers, a canteen, financial aid to the guest faculty and supporting staff

by the management, and salary advances for newly appointed teachers and guest faculty.

The campus is provided with ample facilities for safe drinking water, and sanitation facilities are properly maintained. The health club ensures physical refreshment. The staff association, retired staff association, and lady teachers forum are active on campus and act as supportive structures for the faculty and students in times of need.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

29

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Every academic year all teaching staff must complete a self appraisal record in accordance with the PBAS form, which is required for career advancement. It covers the curricular, cocurricular, extra-curricular, and research activities undertaken

by the teacher. Student evaluations of teaching performance are evaluated systematically using ICT and online tools. The feedback is analysed by the principal, and the same is discussed with the concerned faculty in person. Corrective measures, if any, are suggested, as well as recognition of good performance. Feedback from students, alumni, and parents on the curriculum serves as another assessment tool. The student satisfaction survey also assesses the performance. Feedback about the college and the department collected from parents during PTA meetings also helps with appraisal.

The performance of the non-teaching staff of the college is assessed on the basis of the self-appraisal form they prepare annually under the guidance of the superintendent. The duly filled in appraisal form is evaluated by the manager and the principal, and suggestions are made to the staff on an individual basis. Apart from this, the principal interacts with students and takes direct evaluation of the teaching, learning, and administration processes. The student leaders' forum also has a role in this appraisal mode.

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

6.4 - Financial Management and Resource Mobilization

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

The initial stage of the internal audit is carried out by the office staff, which comprises the superintendent, the head accountant, and the staff in charge of those accounts. The head accountant scrutinises and verifies the financial data, which is again scrutinised by the office superintendent and the principal for financial accuracy. At the end of every financial year, the accounts of the college are regularly audited internally by certified chartered accountants. The internal auditors prepare consolidated financial statements and audit reports. The audit report is submitted to the principal. The income and expenditure details of UGC and other government bodies-approved projects are submitted to a certified chartered accountant for verification and utilisation certificate.

External audits were conducted annually by the Directorate of Collegiate Education and the Account General's Office of the Government of Kerala. The suggestions and recommendations are implemented in a time-bound manner. If an objection is raised in the audits, the concerned person(s) are notified, the corrections mentioned in the audits are suitably rectified, and appropriate action is taken. The audit objections are settled in a time bound manner.

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

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The management has well-defined strategies for the obilisation of funds and their optimal utilization. Funds are allocated to the college based on the previous year's expenses and in accordance with projects and initiatives submitted in accordance with the institutional development plan. Teachers are encouraged to mobilise resources from as many government and non-government agencies as possible by submitting proposals to the concerned agencies. a full-time bursar to take care of the financial security of the institution. He devises the appropriate strategies for mobilising funds from as many sources as possible.

The major sources of non-government funding are contributions from parents, alumni, philanthropists, endowments and scholarships instituted by retired teachers, funds raised by departments, cells associations, etc. The institution takes due care to ensure transparency and accountability in the use of financial resources. Proper documentation is ensured. UGC and other government funds are deposited in separate accounts and are mapped to PFMS.

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

6.5 - Internal Quality Assurance System

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

The IQAC initiates and follows various processes towards achieving academic excellence and ensuring quality enhancement. IQAC has become an integral part in securing various research grants, RUSA funds, in the introduction of B.Voc, and new generation programs. A science research lab is constructed, and collaborative activities are initiated with various bodies. Construction under RUSA funds are completed. The local chapter of NPTEL, the IEDC, and the training centre under the PMKVY Skill Initiative are some of the milestones achieved during this phase. The College decided to implement outcome-based education in accordance with the NAAC and UGC manuals. Programme outcomes and Course outcomes are redesigned by the college.

Faculty members were also encouraged to participate in workshops, short-term courses, and syllabus revision. Add-on courses are designed by all departments. Certificate courses on communication skills and ICT are offered and are mandatory. Teachers are given training in the use of ICT tools for online teaching. IQAC monitors the efficiency and effectiveness of the teaching, learning, and assessment strategies and ensures the attainment of the outcomes. Feedback, satisfaction surveys, and appraisal mechanisms are institutionalized. Extension activities, student support mechanisms, sports and cultural activities, and best practises are encouraged.

File Description	Documents
Paste link for additional information	https://sdck.in/ssr.php
Upload any additional information	View File

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

All activities of the college are implemented by the college council. The council met frequently to monitor and review strategies. Proper corrective measures, as well as follow-ups, are directed by the council. The entire functioning of the college is reviewed by the governing body periodically. The IQAC reviews the process through meetings and internal audits. All these ensure that the policies of the institution are implemented and are bearing the expected results. The IQAC takes an advisory and leading role in all the review processes. There is a significant increment in research grants, infrastructural grants, and infrastructural facilities during this period. The number of add-on courses offered and MoUs signed with other institutions/industry had increased.

Extension activities as well as innovative activities are more frequently conducted with the increase in research outputs. These processes result in higher pass rates, progression rates, and placements. Seminars and workshops are conducted in collaboration with departments on leading and diverse topics to ensure academic continuity. Teachers are made familiar with the NAAC accreditation process, including the criteria-based questions and their documentation. Seminars on national education policy, women's empowerment, gender equity, cyber ethics and security, etc. were also arranged and introduced.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://sdck.in/igacreports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

The college promotes various initiatives for the welfare of women, which form the majority of the college family. Safety and security are guaranteed with CCTV surveillance of the college and the hostel, and a full-time security staff posted in the campus area ensures a safe and secure environment for women. The Women's Cell motivates the girl students to participate in programmes and competitions on and off campus to make them competent and efficient. Important emergency helpline numbers are displayed around the campus for easy access. Effective counselling is ensured through class teachers, mentors and the counselling cell. Women's Cell, Anti-Ragging Cell, Grievance Redressal Cell, Internal Complaints Committee, Gender Justice Forum, Equal Opportunity Cell, Discipline Committee, Sexual Harassment Cell, Anti-Narcotic Cell, Counseling Cell, and Value Enrichment Cell ensure the welfare of students through talks on women's empowerment, gender sensitization, women's rights, healthy relationships, stress management, success stories of women entrepreneurs, skill development training, yoga classes, and life guidance classes for the welfare of students, staff, and local women. All students, irrespective of gender, are made aware of gender equality and mutual respect.

File Description	Documents
Annual gender sensitization action plan	https://sdck.in/ssr.php/consolidated Gender Report 2017 - 2022
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sdck.in/womencell.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures **B. Any 3 of the above**
Solar energy
Biogas plant Wheeling to the Grid **Sensor-based energy conservation** **Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged 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 200 words) **Solid waste management** **Liquid waste management** **Biomedical waste management** **E-waste management** **Waste recycling system** **Hazardous chemicals and radioactive waste management**

The college encourages its students to follow its policy of "green protocol," advises them to reduce waste material creation, and promotes waste management and reuse. Provision of dust bins in classrooms, departments, and key areas; the segregation of biodegradable and non-biodegradable waste; the ban of plastic and Styrofoam glasses and plates; and the replacement of flex boards by cloth and other reusable materials are followed on campus. The generated paper and plastic waste is recycled by the "HarithaKarma Sena." Vermicompost pits are kept in order to convert organic matter into manure. Food waste is collected by local farm owners. The solid waste is collected and sold to local traders and manufacturing units for recycling.

Our college adheres to the protocol for liquid waste disposal in its laboratories. Liquid waste is segregated into organic and inorganic waste. Inorganic waste, such as concentrated acidic or alkaline solutions, is neutralised before disposal to remove

harmful substances.

Reassembling computers and hardware resources use of non-toxic refillable and laser printers, longer warranty periods, LCD monitors, and proper use and timely maintenance of electronic devices reduce e-waste.

The college does not generate radioactive chemicals or biomedical waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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 **B. Any 3 of the above**

File Description	Documents
Geo tagged 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
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the 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 socioeconomic and other diversities (within 200 words).

The College fosters mutual respect and fellowship between the staff, students and other stakeholders irrespective of caste, creed and gender. The inclusive nature of the institution is evident throughout its way of functioning, starting from the administrative level to the grass-root level. The college governing body is composed of academicians, advocates, industrialists, planters, engineers and elected representatives from faculty. The clubs and forums of the college ensure equal opportunities of participation to its students. Common celebrations observing religious festivals and competitions as part of important days are often hosted to promote communal harmony. The college celebrated ethnic day acknowledging the unity in diversity of India. As part of outreach programmes, students teach English in the tribal schools. In cooperation with the Tiger Reserve Project, the college arranged an interactive session with the tribal people about the need to combine indigenous and modern agricultural practices. The college organized bio farming class to spread awareness to the farmers. Students and staff are prepared to lead an eco friendly life as part of its green policy. The infrastructure backs up the institution's efforts at being an inclusive community by providing academic spaces and amenity centres.

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

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

The motto of the college says, "Students are being encouraged and prepared to be good citizens of the country who are aware of the moral responsibilities and duties mentioned in the constitution." Students are prepared to guard the country, maintain the spirit of brotherhood irrespective of the differences in every aspect, and respect, value, and follow all the noble ideals used in the national struggle for freedom. The Department of History and NSS unit organised various activities for keeping the young mind. The NSS, PTA and Charity Club have made timely contributions to the society in times of need. The Karuthal Scheme of the college is focussed on bring up a sense of service mind and human values within the student community. In the wake of our nation celebrating 75 years of Independence, the college organizes various programmes, namely Amar Gandhi, Hazar Hath, familiarizing Constitution, quiz programmes etc. as part of Azadi Ka Amrit Mahotsav. The whole college became part of Har Ghar Tiranga campaign, Swach Bharat campaign and Unnath Bharat Abhiyan. It transforms the students into responsible citizens by organizing expert talks and programmes of national integration. Various activities are organized under the initiative of NATIONAL INTEGRATION THROUGH STUDENT PARTICIPATION which ensures that the students are aware of the need to protect the unity and integrity of the country, safeguard public property, protect and preserve cultural heritage sites, and to preserve the natural environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sdck.in/sensitization.php
Any other relevant information	NIL

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

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 programs 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

The college celebrates important international, national and regional festivals and commemorates important dates in order to create awareness of the nationalist, democratic, secular, and patriotic values envisioned in the Indian Constitution. International Women's Day, International Yoga Day, International Human Rights Day, International Hindi Day, World Blood Donor Day and National Blood Donation Day, Anti-Narcotics Day, World AIDS Day, National Youth Day, Teachers' Day, Reading Day, Mathrubhasha Day (Mother Language Day), National Science Day and National Mathematics Day, World Environment Day, Statistics Day, International Mole Day, Ozone Day, World Food Day, World Wild Life Week, and Van Maholsavam are celebrated with programmes that imprint the messages of their observations. Independence Day, Republic Day celebrations, Gandhi Jayanthi, National Integrity Day, Peace Day, and Martyrs' Day are celebrated so that the spirit of nationalism and patriotism is embedded in young minds. Festivals like Onam, Christmas, Bakrid and Holi are observed with festive messages and various competitions upholding the cultural heritage

of the state in all its symbolic diversity. Kerala Piravi Day (Statehood Day) and Ethnic Day give importance to cultural inclusion on campus by encouraging traditional attire for the day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

KARUTHAL - CARE TO STUDENTS AND COMMUNITY

Objectives To create an atmosphere of mutual care and support among student community with peers identifying and helping each other in needy situations. To extend a helping hand to the community in times of need To engage in collective development of society by providing public access to college facilities in a fruitful manner. To share the expertise potential of the college to the society. To create awareness among stakeholders and community about traffic rules and road safety, disaster management, life saving skills. To create an awareness on needs of environmental protection and sustainability.

NATIONAL INTEGRATION THROUGH SOCIAL PARTICIPATION (NISIP)

Objectives To create a society committed to serve the nation and protecting its integrity and pride. To generate a strong sense of patriotism and nationalism through participatory programmes To organize annual events that makes stakeholders and the public aware of the legacy of the nation and promotes national value. To convey the message on oneness among students from different sections of the society. To celebrate days of national importance To safe guard the citizens from the use of alcohol and narcotics

File Description	Documents
Best practices in the Institutional website	https://sdck.in/bestpractices.php
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

St. Dominic's College, Kanjirapally is distinctive in its priority and thrust area by assisting the under privileged communities and small scale industries in its vicinity in aspiring to achieve their professional ambitions and enhance their living standards. Nestled in an agrarian belt, the local community places high expectations on the institution with hopes of securing a sound future to its younger generation and the institution responsibly strives hard to mould its learners into refined individuals, quality leaders and morally upright competent professionals. The myriad programmes of study offered by the college which consists of traditional as well as new generation courses aim to meet the aforesaid demands of the institution's beneficiaries. The DST research lab with sophisticated instruments offers unique opportunities for the researchers in Chemistry, Botany and Physics. The college infrastructure is open to any initiative that is ultimately beneficial to the welfare of the public. This is the first higher educational institution in Kerala to implement gender neutral uniform for its students. Notwithstanding the geographical and social constraints, the college is devoted to rearing individuals who could play a decisive role in inculcating and perpetuating socially desirable qualities and skills.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum and academic calendar is prepared by affiliated university which the college follows and monitors its implementation in tune with vision of college. Detailed plans are made by the departments for the effective curriculum transaction. Academic calendar is prepared and followed in tune with university calendar. Academic coordinators ensure that time table is followed and nullify free hours. Along with lecture method, innovative teaching methods such as group seminars, video lectures, case studies, project works, assignments, discussions, workshops and industrial visits are followed. Assessment is made by Continuous Internal Evaluation and outcomes of the curriculum transaction are assessed regularly. Allocation of the subjects to the faculty is done taking into consideration, the faculty qualifications, subject specialization, experience and feedbacks of previous years. Invited lectures, Industrial and field visits are organized. Periodical feedback is obtained from the students on teaching.

Head of the Departments review the teaching-learning process, observe academic progress of the students and to address grievances. Faculty members are members of the Board of Studies of the university and Autonomous Institution, as well as course restructuring and revision committees and Question paper setting committees constituted by affiliating University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

Being an affiliated college without autonomous status, the Academic Calendar prepared by the parent university is followed by the college. In tune with the academic calendar, the college

designs internal Continuous evaluation time table and activity calendar, delivers curriculum, and continuously evaluates the teaching and learning process. Exams are conducted as per the schedule (Mahatma Gandhi University Examination Calendar) given by the university.

A committee is specifically constituted for Continuous Evaluation and internal assessments, and its functioning is ensured. The college communicates all messages from the university to the student community and makes them prepare for examinations. The examinations are conducted in a smooth and transparent manner. Internal evaluations are done by the college as per a schedule decided by the college council. The timetable, exams, and result publications are done based on this schedule. The implementation of this schedule is carried out by the Internal Exam Committee and the Continuous Evaluation Committee. The dates for reexamination will be decided by the departments. The results are uploaded to the university website as per directions from the university. Advanced and slow learners were identified and are handled effectively for ensuring enhancement in performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

19

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

14

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1181

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

40 courses under various UG and PG programmes include topics on professional ethics in academic, research and business fields, 45 courses address gender issues within their modules, 49 courses deals with environmental issues within their course of study and 68 Courses address issues on human values. A course on environmental studies and human rights has been incorporated into the fifth-semester UG syllabus of all programmes and a MOOC Course in Organic Farming is compulsory to all UG students. The open course offered by the departments for fifth semester students deals with most of the cross-cutting issues. Projects with a special focus on cross-cutting issues have been completed by students in various programmes. In addition, the college offers certificate programmes, skill enhancement courses, and value-added courses to add skills and orient students towards professional ethics. The Departments of Botany, Agriculture Technology, and Food Science offer various courses on the environment and sustainability. On-campus green initiatives include an herbal garden, a butterfly garden, a botanical garden, and vermin composting units and training. The Nature Club organises nature camps, field trips, and study tours to ecologically significant locations. The institution offers valuable enrichment classes to all the students through classes and training programmes.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

19

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

475

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://sdck.in/igac/Feedback%20Report%20to%20Website.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sdck.in/igac/Feedback%20Report%20to%20Website.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

608

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

81

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college ensures that slow learners are supported and advanced learners are motivated for enhanced performance. Bridge courses and induction programmes conducted before the commencement of regular classes helps to identify the weak students are initially identified and monitored from the beginning. Remedial sessions are provided to support slow learners. Class study groups are formed with an advanced learner as the leader. The previous year's university question papers are available online through the website. Students are assigned a teacher-mentor who is responsible for their academic guidance and personal counseling. Counseling Cell, with the service of an external professional counselor helps students deal with issues of depression and stress. The college fine tunes advanced students with projects, paper presentations or publications, and participation in seminars, workshops, seminars, invited talks and so on. They are also motivated by online courses and MOOCs. They benefit from electronic resources from the college library. Merit Day is organised annually to honour the achievements of students. They are supported with various scholarships and endowments. The PG departments conduct coaching and orientations for national-level exams. They are charged with conducting academic programmes and peer teaching to fine-tune their abilities.

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

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

Number of Students	Number of Teachers
1388	88

File Description	Documents
Any additional information	View File

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

All students had to complete a project as a part of the syllabus. They are also supported by field trips, industrial visits, nature camps, job training, and internships that expose students to the workplace and allow them to understand and apply concepts. Open/choice-based courses, add-on courses, etc. impart experiential learning and prepare students for diverse career options. The Innovation and Entrepreneurship Development Cell helps to impart innovative skills. The DST-supported research lab and well-equipped laboratories facilitate experiential learning.

Students are encouraged to organise quizzes, group discussions, debates, interactions, etc. among themselves. Short films, dramatic performances, and role-plays; university-college or department-level programmes Study groups, peer teaching, debates, and subject quizzes all ensure participative learning. ICT-enabled classrooms, language and audio-visual rooms, and technology-assisted teaching and learning through virtual platforms enhanced the mode of learning to higher levels. The design of online magazines, brochures, and posters using digital knowledge allows students the scope to explore and apply their ICT skills. Students are guided to develop e-content and present seminars using PowerPoint. They are encouraged to participate in online courses like SWAYAM, NPTEL, etc. It is also ensured that their skills are also improved through various activities, thereby improving their career prospects.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sdck.in/Student%20Centric%20Methods.pdf

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

The college ensures that faculty and students adapt themselves to the changing digital needs of society. A Wi-Fi-enabled campus creates an environment conducive to virtual learning. The college has 21 ICT-enabled classrooms equipped with LCD projectors and laptops, a computer lab with 50 computers, a language lab, and a digital library with 20 computers, as well as computer facilities in departments for projects, experiment assessment, submission of assignments, etc. Faculty and students are encouraged to take up MOOC courses and attend training programmes, workshops, and seminars related to the use of ICT. Lecture halls, conference halls and seminar halls are provided with ICT amenities to facilitate the smooth conduct of invited talks, workshops, and seminars. Faculty use Google Classrooms for sharing study materials and recorded lectures. YouTube videos, movies, filmstrips, PowerPoint presentations (PPTs), and video recordings are used for effective course delivery and for conducting online assessments. Online submission of assignments and ICT-based seminar presentations by students are also encouraged. The College Library has been automated and facilitates access to the N-LIST, online publications, and e-resources. Students are guided toward e-content development. DeQ software by IPSR is implemented to aid academic management.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

87

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

88

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

22

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

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

2.4.3.1 - Total experience of full-time teachers

563

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The Continuous Evaluation Committee, headed by a senior faculty member, works with the Examination Committee and departments for effective monitoring of the continuous evaluation process. Students are evaluated on a continuous basis through mandatory internal theory and practical examinations, class tests, assignments, seminars, and viva voce. Through additional hours, the syllabus is completed as soon as possible so that revisions and extra coaching can take place. Before the university examinations, model examinations are given to all classes. Two internal exams are conducted in a semester, and re-examinations are given to needy candidates as and when required. Class tests and revision tests are conducted on a regular basis. The internal examinations are conducted on par with university examinations in the selection of questions and mode of conduct. Malpractices are prevented, and standard valuation is ensured. Exam dates are fixed in the academic calendar, and time tables are published well in advance. Based on the assessments, proper remedial measures are also initiated. Based on their performance, remedial coaching and tutorial sessions are given to slow learners. The internal examination committee implements and conducts examinations, while the continuous evaluation committee ensures proper follow-ups.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

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

The internal examinations are evaluated as per schedule, and the teachers distribute mark lists personally to the students with proper suggestions and corrections. The internal marks for examinations, assignments, seminars, and presentations are allotted based on the rules framed by the university. The internal mark lists are signed and verified by the students before they are uploaded to the university site. In case of any grievances about the CIE processes, the three-tier hierarchical procedures are followed by the college as stated in the college handbook. Grievances about the Continuous Internal Evaluation Procedures are taken seriously, and redressal measures are initiated by the student's concerned department. The unresolved matters are forwarded to the Grievance Redressal Committee, chaired by the principal. If satisfactory measures cannot be implemented, then the complaint can be taken to the University for Proper Action. The Examination Cell and the Invigilation Squad, which constitute every academic year, play an active role in the smooth conduct of all the internal examinations. CCTVs are regularly checked and maintained, as they work as proof and help to record any malpractices or other difficulties faced by the students during the conduct of internal examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdck.in/internal.php

2.6 - Student Performance and Learning Outcomes

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

The POs, PSOs, and COs for the programmes offered by the institution based on the syllabus framed by the Mahatma Gandhi University are designed by the college and uploaded on the college website. Teachers are instructed to be familiar with

the POs, PSOs, and COs of their courses and are entrusted with communicating them to students. The IQAC encourages faculty to participate in seminars, FDPs, and workshops related to outcome based education as well as in syllabus revision workshops conducted by the university. Orientation Programmes are organised at the college and department levels prior to the start of the course to communicate the details of POs, PSOs, and COs to students. Class teachers periodically discuss the outcomes during the tutorial hours to keep students informed of the scope and extent of the discipline and future opportunities and make sure that all the students have a clear idea about the POs, PSOs, and COs of their programmes. During class, the faculty in charge of a particular course explains the COs in detail. The fulfillment of the objectives of the programme is measured through satisfaction surveys of stakeholder groups and academic and administrative audits.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/agar-reports/OUTCOMES%20FINAL%20PDF.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcomes and program-specific outcomes are accomplished through curriculum. POs and PSOs for all programmes and COs for each course are assessed for their attainment through internal and external methods. The COs are kept as the core, based on which the questions for the internal examinations and topics for assignments are framed, and the attainment is assessed from the answer scripts. Continuous assessment through seminars, assignments, viva voce, and projects helps evaluate the attainment of learning outcomes. Reports of internships and on-the-job training, data on pass percentage, the progression of students to higher studies and placement and feedback help assess the attainment of learning outcomes. The department determines the cut-off percentage for various courses' CO attainment. Course outcomes of UG programmes are evaluated using indirect grading, whereas course outcomes of PG

programmes are evaluated using direct grading. These PSOs are measured using the weighted average method with grade points on a scale of 10. Using this weighted average, the percentage for the attainment level for outcomes is assessed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdck.in/internal.php

2.6.3 - Pass percentage of Students during the year

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

451

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://sdck.in/results.php

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://sdck.in/igac/Student%20Satisfaction%20Survey%20Report%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

19.3

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

4

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dst.gov.in/

3.2 - Innovation Ecosystem

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

St. Dominic's College has established a thriving ecosystem for research and innovation through the implementation of various initiatives: Innovation and Entrepreneurship Development Center is in the forefront of identifying and nurturing budding entrepreneurs within our student community. By providing guidance, support, and resources, we aim to cultivate the entrepreneurial spirit and equip our students with the skills and mindset required for success in the dynamic business world. The college has successfully established a state-of-the-art research lab spanning an impressive area of 6000 square feet. This well-equipped facility caters to the fields of botany, chemistry, and physics, providing an excellent environment for scientific exploration and innovation. The college supports neighborhood business owners by giving them access to resources and provides networking opportunities.

We have established a strong collaboration and networking among the various fields in the innovation system, including universities, research institutes, businesses, and government agencies. This helped us to facilitate the exchange of ideas, knowledge, and resources, and promotes the development of new technologies and products. St. Dominic's College initiated the implementation of the Indian Knowledge System (IKS) in 2022 with a focused mission to promote interdisciplinary research, preserve and disseminate traditional knowledge systems, and foster innovation and collaboration. Local entrepreneurs can access knowledge and research support from the institution and investigate new commercial opportunities by combining ancient methods with current innovations.

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

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

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

15

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

10

File Description	Documents
URL to the research page on HEI website	https://www.sdck.in/randd.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities carried out in the neighborhood community had a significant impact on the holistic development of students, as well as the community as a whole. In line with this mission, the primary focus of the College is to sensitize students about social issues so that they can become socially responsible citizens with a solid commitment to humanity and nature. The major initiatives during the assessment period includes

The College conducted awareness campaigns on traffic rules and road safety in collaboration with the police and transport departments.

Punyam Poonkavanam: The student volunteers extended their support in the cleaning of Erumely town and Pampa river after Sabarimala Pilgrimage.

Free Eye Checkup camps and free treatment in collaboration with sponsoring agencies.

Harithamithram Smart Garbage App which helped the government authorities to monitor the management of Non - biodegradable wastes, The NSS volunteers ensured 100% registration of the shops of Kanjirapally Panchayath in the aforesaid App.

Voter ID Registration Help Desk Hair Donation Camp conducted to create awareness and extending help to the cancer patients.

Blood Donors Forum Anti Narcotics awareness programmes

Distribution of tree saplings and planting of trees, renovation of ponds for water conservation, construction and maintenance of

Herbal, Botanical Butterfly and Lotus gardens plastic free campus etc.

The college UBA team conducted an assessment survey in the nearby panchayaths and Bottle Booths were installed in required places. Social awareness talks were conducted on various topics.

The college supply 100 meals to a destitute home once in every week.

File Description	Documents
Paste link for additional information	https://sdck.in/igac
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

750

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

11

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

The college is situated in a lush green campus of about 25 acres and has a strategic location near NH 183 which affords an easy access to all the amenities. The Old block consists of all the important offices of administration, Career and Placement Cell, Science Labs, Language Lab, 3 Seminar Halls, Visitors Parlour, Guest Room, Smart Classroom, Library, Honesty Shop, Counselling and Medical Aid room, Chapel and classrooms of all the aided programmes. The New Block houses Computer Lab, DST Funded Science Lab, 1 Conference Hall and classrooms of all the self-financing programmes. 21 ICT enabled classrooms and Seminar Halls are equipped with Wi-Fi/LAN facilities and LCD/Smart boards. The college has a Common Research Lab supported by DST, 10 departmental laboratories (Botany - 2 nos., Zoology - 1 nos., Chemistry - 3 nos., Physics - 2 nos., a Food Processing Laboratory and a Food Analysis Laboratory), a Language Lab, Life Science Museum and Herbarium. The college has 125 computers distributed in various computer labs, classrooms and library. The campus is fully WiFi enabled, and all staffrooms have LAN ports for internet (200 mbps and 21 Wi-Fi access points) which ensures best-in-class network speed without interruptions. A transformer (340KV), a solar plant in

theNew Block and a Generator (120KV) is installed for uninterrupted power supply.

The college is an exemplary example in protecting the environment with Butterfly Garden, Herbal Garden, Pteridophyte Garden etc. and familiarizing various agricultural practices like Precision Farming, Rainwater Harvesting, Portable Vermicomposting, Rain Shelter etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/igac/4.1.1%20Infrastructure.pdf

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

The college has been one of the forerunners in sports and games, with medal-winning performances at state and national levels. The college has a spacious play area spanning over 5 acres. Infrastructure facilities for sports include a 400-meter, 8-lane track, volleyball court, basketball court, football ground, shuttle badminton court (indoor), handball court, cricket pitch on turf, 2 long jump pits, ball badminton court, gymnasium, wrestling mats, weight training sets, table tennis board, and store room. The college is supported by the Kerala Sports Council with the assistance of a full-time athletic coach. Indoor games such as chess, carrom, table tennis, wrestling, powerlifting, weightlifting and yoga training can be played in the Multipurpose Indoor Stadium and mini auditorium. The gymnasium and health club are maintained to maintain the physical fitness of staff and students.

The Silver Jubilee Auditorium hosts programmes like Arts Fest, College Day, Onam, and Christmas Celebrations. The seminar halls and audio visual rooms are used for the conduct of cultural events and workshops. The College Union, Arts Club, Debate and Quiz Club, etc., along with various associations, frequently organise training, activities, and workshops. The open spaces are used for cultural celebrations and programmes like flash mobs, mime, and street plays

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/igac/4.1.1%20Infrastructure.pdf#page=31

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

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/igac/4.1.1%20Infrastructure.pdf#page=18
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is fully automated with KOHA, an Integrated Library Management System Open Source Software that provides a user-friendly environment with the best learning experience. The library is open to staff and students from 8.30 am to 4.30 pm on all working days. Website link:<https://sites.google.com/sdck.in/sdclibrary/home>

E Resources

Campus wide access to library Online Public Access Catalogue(OPAC) via LAN and remote access via Web OPAC(<https://sites.google.com/sdck.in/sdclibrary/home>). Access to e-books and e-journals through paid databases :INFLIBNET, N-LIST(College ID-2503) <https://nlist.inflibnet.ac.in/>) and DELNET (College ID -IM5943) <https://delnet.in/>

DSpace which works as Institutional repository (<http://192.168.20.6:8080/xmlui/>) - a collection of digital objects and associated metadata from the college.

Any digital content can be uploaded and prepared for user's access. Digital library includes thesis, publications, previous year question papers, project reports and E-books which can be accessed from anywhere. 20 systems are provided for internet browsing and searching E-resources in the computer lab near the library. The library has a total collection of 34623 books (28360 titles) and subscribes to 13 academic journals, 50 magazines and 8 newspapers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
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File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.90

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

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

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

92

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college recognizes the importance of ICT facilities for academic purposes and the IT infrastructural facilities are steadily improved to equip students to be skilled in a techno-imperative society. The college has 125 computing systems distributed in five computer labs, departments, laboratories,

classrooms, and library. The institution possesses a High-Speed Wi-Fi facility which ensures best-in-class network speed without interruptions. The college has BSNL VPN connection with 200 mbps speed and Kerala Vision connection with 100 Mbps. The routers are future-ready with 5 GHz Wi-Fi capability in addition to the regular 2.4GHz, so that the upgradation to the next-level of Wi-Fi will be smooth. The campus is fully WiFi enabled with 21 access points and uninterrupted network is made available to all staff and students. All computers and networking systems are secured by regular updation of software and anti virus installment.

The college has enhanced technology enabled learning spaces with 21 ICT-enabled classrooms, Seminar halls and Conference rooms that are equipped with Wi-Fi/LAN facilities and Digital Panel boards/Smart Boards. The college has a public address system and a server for the smooth functioning of library software. The Language Lab offers a technologically enriched language learning platform and the institution functions as a local chapter of Swayam, NPTEL. The G-suite subscription facilitates college e-mail addresses with institutional domain, unlimited drive storage, administrative tools, advanced settings, Google classroom, meet, etc

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sdck.in/iqac/4.1.1%20Infrastructure.pdf#page=18

4.3.2 - Number of Computers

125

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

10

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

A well-established system is followed for the maintenance and utilisation of computers, classrooms, equipment, and laboratories on campus. The Governing Body, College Council, IQAC, Planning Committee, Research Committee, and Library Advisory Committee take the initiative to properly maintain the facilities in their respective areas. The physical facilities for academic purposes, such as classrooms, laboratories, rain shelter farming units, workshops for activity-oriented classes, library facilities, computers, and essential software, are carefully maintained. The ICT facilities include computer labs, a language lab, ICT tools for education, Wi-Fi connectivity, and e-governance facilities that are updated and maintained.

The sports facilities include a playground, basketball, volleyball, and shuttle courts, sports equipment, and a gym.

The sports equipment is regularly serviced, and new equipment is purchased as the need arises. Ground levelling and repairs for courts and other sports grounds are done annually. The physical facilities are maintained and monitored by the bursar, who is appointed by the management. A maintenance register is maintained, and a team of trouble shooters is made available on demand. The maintenance and cleaning of the classrooms and laboratories are done frequently. . All policies ensure the optimal utilisation of the provisions and facilities of the college to students and society.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdck.in/aqar-reports/Maintenance%20and%20Utilization%20Policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

647

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by

the institution / non- government agencies during the year

194

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	www.sdck.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

932

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

932

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

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

65

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

145

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

34

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

60

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The College Union of St Dominic's College is a common platform for all college students to come together and organise events and activities with the goal of developing their critical thinking, creative abilities, and social commitment in accordance with Mahatma Gandhi University rules and regulations, under the control of the principal, on the advice of the teacher in charge, and under the leadership of the elected office bearers. The objectives of the college union are to train the students of the college in parliamentary democracy, make them aware of their duties, responsibilities, and rights, promote opportunities for the development of character, leadership, efficiency, and a spirit of service, and encourage extracurricular activities like the Youth Festival, Sports Meet, etc. Students are allowed to organize cultural programs, quizzes, debates, seminars, etc. for acquiring knowledge on current topics and developing deep thinking about them. All student associations and clubs have student coordinators, who are entrusted with running the club's programs, with teachers taking a supportive and advisory role. The student members of IQAC, RUSA Committee, Grievance Redressal, and Anti-Ragging Committees and all others administrative committees are encouraged to raise their points in meetings and thereby become part of decision making.

File Description	Documents
Paste link for additional information	www.sdck.in
Upload any additional information	View File

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

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

19

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

Former Students Association (FOSA), the college's active alumni association, constituted in 1972 (Reg. No. KTM/TC/284/2022) acts as a bridge between alumni and their alma mater, giving the current and former students a chance to develop positive synergies and grow together. The office bearers except the teacher in charge and the treasurer are elected by its members once in three years. The outgoing students of every year turn out to be members of FOSA, with a one-time membership fee of Rs.100. The presence of 12 alumni in the present faculty is a boost to the activities of FOSA. Besides FOSA, departments have their own alumni forums through which the alumni motivate and extend their expertise to the present students. FOSA promotes department/batch wise gatherings all around the year. Several batches of various departments had reunions during the last 5 years. FOSA extends the required support in the endeavours of the college including infrastructural development and provides support in extension and outreach activities of the college. FOSA has generously associated with the college's initiative "Koodeyund SDC" for supporting the needy students and families at the times of COVID pandemic and disastrous floods in 2021.

The activities of FOSA during the assessment period includes
 Providing support to alumni gatherings Expert Lectures,
 Motivational talks and Industry/Work experience sharing
 Academic and Experience sharing by alumni in all departments.
 Orientation programme on UGC NET preparation for PG students in
 some Departments Career guidance and Skill development trainings
 by Alumni Financial Support

File Description	Documents
Paste link for additional information	https://sdck.in/alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St. Dominic's College Kanjirapally is a minority co-educational institution run by St. Dominic's Cathedral Church Kanjirapally.

Vision: A centre of learning that moulds refined individuals, quality leaders, and a society of committed human beings

Mission: We strive to ensure that our students are intellectually competent, morally upright, and sensitive to the needs of fellow human beings. As a college in a rural area catering to economically and socially disadvantaged students, it is our primeduty to equip our students for a better future by shaping their personalities, strengthening their character, instilling in them a sense of responsibility, and developing their potential to its fullest.

The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. He provides guidance and support to the principal in all matters. The principal is the academic and administrative head of the institution who decides internal matters and takes important decisions in consultation with the college council and IQAC. The bursar is in charge of infrastructure development and maintenance. The Internal Quality Assurance Cell (IQAC) and College Council discuss all the major programmes and issues in the college and support the principal.

File Description	Documents
Paste link for additional information	https://sdck.in/about.php
Upload any additional information	View File

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

The institution ensures decentralized governance through delegation of authority at various levels. The governing body has two elected members from the faculty. All the major decisions related to the functioning of the college are taken by the college council. Faculty members who are in charge of various committees and associations are given a free hand in implementing their ideas in tune with the vision of the college. During staff meetings or various committees meetings, faculty members are encouraged to make suggestions on academic, administrative, co-curricular and extracurricular activities. The departments can also implement the ideas and innovative changes on their own by simply informing the principal, except for actions that require drastic policy changes.

The building committee, purchase committee, and financial committee have enough representation from the faculty members. The student leaders' forum is a committee of class leaders who can directly interact with the principal on any matters related to students' affairs and academics. Discussion will be made among this committee about the new changes that the college has brought about. The students are also allowed to express their opinions and make suggestions, as they have sufficient representation in all important decision-making bodies and committees.

File Description	Documents
Paste link for additional information	https://sdck.in/about.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college's developmental programme is based on two types of plans: a five-year long-term plan and an annual short-term plan. IQAC formulated a plan document (IDP) for the period 2017-2022. It envisages an overall development of the college in tune with there commendations of the previous NAAC Peer Team. In tune with this institutional plan, departments produce annual plans.

The thrust area was the development of research infrastructure. Teachers with doctoral degrees were selected, and existing faculty members were encouraged to register for research through various policy decisions. Various funding sources are found, and a well-furnished science research lab is developed with the support of DST through FIST funding. Apart from that, the departments conduct seminars for research purposes. A hostel building was constructed for girls, and a toilet complex for students was also in the final stages of construction. A new academic block was finished, and three new courses were started. The promotion of entrepreneurial activities and an innovation atmosphere is also part of the plan document. Training programmes and add-on courses were introduced. The Karuthal scheme was brought out as a best practice. Professionalism became a criterion in the selection of administrative staff. All physical facilities were improved.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sdck.in/ssr.php/Institutional Plan Document
Upload any additional information	View File

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

The highest authority in the organogram of the institution is the bishop of the Kanjirapally diocese , who is designated as the patron. The governing body is the highest level of governance and management. The college manager serves as the head of the governing body. The principal is the academic and administrative head of the institution, and all the major decisions related to the functioning of the college are taken by the college council headed by the principal.

The college follows well-established policies in tune with government and UGC regulations for governance, appointment, and service-related matters. Vacancies are reported to the DCE, Government of Kerala, and on receipt of concurrence, they are advertised as per the regulations prescribed. The interview is conducted by a duly constituted panel as per UGC regulations and university directives. Guest faculties are recruited as per government rules and on the basis of merit. The college follows an impartial and transparent promotional policy based on the Career Advancement Scheme (CAS) of the UGC for the promotion of the teachers. The institution complies with the UGC regulations, the Kerala Service Rules (KSR), and the Mahatma Gandhi University Statutes as in vogue from time to time.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	webpage https://sdck.in/igac/Institutional%20organogram.pdf
Upload any additional information	View File

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 inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college ensures welfare measures for its staff members. All needed facilities for smooth operation are provided, and the building's design and furnishings ensure that faculty and staff can work comfortably. All sorts of support are provided in due time. There is an MOU with a nearby hospital for emergency treatment. St. Dominic's College Staff Credit Society provides services for savings and deposits of funds as well as long-term and short-term loans. The support measures include a gym and yoga centre, a shuttle badminton club, an annual retreat and spiritual welfare programmes, outings for staff and family get-togethers, a canteen, financial aid to the guest faculty and supporting staff by the management, and salary advances for newly appointed teachers and guest faculty.

The campus is provided with ample facilities for safe drinking water, and sanitation facilities are properly maintained. The health club ensures physical refreshment. The staff association, retired staff association, and lady teachers forum are active on campus and act as supportive structures for the faculty and students in times of need.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

year

29

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Every academic year all teaching staff must complete a self appraisal record in accordance with the PBAS form, which is required for career advancement. It covers the curricular, cocurricular, extra-curricular, and research activities undertaken by the teacher. Student evaluations of teaching performance are evaluated systematically using ICT and online tools. The feedback is analysed by the principal, and the same is discussed with the concerned faculty in person. Corrective measures, if any, are suggested, as well as recognition of good performance. Feedback from students, alumni, and parents on the curriculum serves as another assessment tool. The student satisfaction survey also assesses the performance. Feedback about the college and the department collected from parents during PTA meetings also helps with appraisal.

The performance of the non-teaching staff of the college is assessed on the basis of the self-appraisal form they prepare annually under the guidance of the superintendent. The duly filled in appraisal form is evaluated by the manager and the principal, and suggestions are made to the staff on an individual basis. Apart from this, the principal interacts with students and takes direct evaluation of the teaching, learning, and administration processes. The student leaders' forum also has a role in this appraisal mode.

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

6.4 - Financial Management and Resource Mobilization

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

The initial stage of the internal audit is carried out by the office staff, which comprises the superintendent, the head accountant, and the staff in charge of those accounts. The head accountant scrutinises and verifies the financial data, which is again scrutinised by the office superintendent and the principal for financial accuracy. At the end of every financial year, the accounts of the college are regularly audited internally by certified chartered accountants. The internal auditors prepare consolidated financial statements and audit reports. The audit report is submitted to the principal. The income and expenditure details of UGC and other government bodies-approved projects are submitted to a certified chartered accountant for verification and utilisation certificate.

External audits were conducted annually by the Directorate of Collegiate Education and the Account General's Office of the Government of Kerala. The suggestions and recommendations are implemented in a time-bound manner. If an objection is raised in the audits, the concerned person(s) are notified, the corrections mentioned in the audits are suitably rectified, and appropriate action is taken. The audit objections are settled in a time bound manner.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The management has well-defined strategies for the obilisation of funds and their optimal utilization. Funds are allocated to the college based on the previous year's expenses and in accordance with projects and initiatives submitted in accordance with the institutional development plan. Teachers are encouraged to mobilise resources from as many government and non-government agencies as possible by submitting proposals to the concerned agencies. a full-time bursar to take care of the financial security of the institution. He devises the appropriate strategies for mobilising funds from as many sources as possible.

The major sources of non-government funding are contributions from parents, alumni, philanthropists, endowments and scholarships instituted by retired teachers, funds raised by departments, cells associations, etc. The institution takes due care to ensure transparency and accountability in the use of financial resources. Proper documentation is ensured. UGC and other government funds are deposited in separate accounts and are mapped to PFMS.

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

6.5 - Internal Quality Assurance System

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

The IQAC initiates and follows various processes towards achieving academic excellence and ensuring quality enhancement. IQAC has become an integral part in securing various research grants, RUSA funds, in the introduction of B.Voc, and new generation programs. A science research lab is constructed, and collaborative activities are initiated with various bodies. Construction under RUSA funds are completed. The local chapter of NPTEL, the IEDC, and the training centre under the PMKVY Skill Initiative are some of the milestones achieved during this phase. The College decided to implement outcome-based education in accordance with the NAAC and UGC manuals. Programme outcomes and Course outcomes are redesigned by the college.

Faculty members were also encouraged to participate in workshops, short-term courses, and syllabus revision. Add-on courses are designed by all departments. Certificate courses on communication skills and ICT are offered and are mandatory. Teachers are given training in the use of ICT tools for online teaching. IQAC monitors the efficiency and effectiveness of the teaching, learning, and assessment strategies and ensures the attainment of the outcomes. Feedback, satisfaction surveys, and appraisal mechanisms are institutionalized. Extension activities, student support mechanisms, sports and cultural activities, and best practises are encouraged.

File Description	Documents
Paste link for additional information	https://sdck.in/ssr.php
Upload any additional information	View File

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

All activities of the college are implemented by the college council. The council met frequently to monitor and review strategies. Proper corrective measures, as well as follow-ups, are directed by the council. The entire functioning of the college is reviewed by the governing body periodically. The IQAC reviews the process through meetings and internal audits. All these ensure that the policies of the institution are

implemented and are bearing the expected results. The IQAC takes an advisory and leading role in all the review processes. There is a significant increment in research grants, infrastructural grants, and infrastructural facilities during this period. The number of add-on courses offered and MoUs signed with other institutions/industry had increased.

Extension activities as well as innovative activities are more frequently conducted with the increase in research outputs. These processes result in higher pass rates, progression rates, and placements. Seminars and workshops are conducted in collaboration with departments on leading and diverse topics to ensure academic continuity. Teachers are made familiar with the NAAC accreditation process, including the criteria-based questions and their documentation. Seminars on national education policy, women's empowerment, gender equity, cyber ethics and security, etc. were also arranged and introduced.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sdck.in/igacreports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

The college promotes various initiatives for the welfare of women, which form the majority of the college family. Safety and security are guaranteed with CCTV surveillance of the college and the hostel, and a full-time security staff posted in the campus area ensures a safe and secure environment for women. The Women's Cell motivates the girl students to participate in programmes and competitions on and off campus to make them competent and efficient. Important emergency helpline numbers are displayed around the campus for easy access. Effective counselling is ensured through class teachers, mentors and the counselling cell. Women's Cell, Anti-Ragging Cell, Grievance Redressal Cell, Internal Complaints Committee, Gender Justice Forum, Equal Opportunity Cell, Discipline Committee, Sexual Harassment Cell, Anti-Narcotic Cell, Counseling Cell, and Value Enrichment Cell ensure the welfare of students through talks on women's empowerment, gender sensitization, women's rights, healthy relationships, stress management, success stories of women entrepreneurs, skill development training, yoga classes, and life guidance classes for the welfare of students, staff, and local women. All students, irrespective of gender, are made aware of gender equality and mutual respect.

File Description	Documents
Annual gender sensitization action plan	https://sdck.in/ssr.php/consolidated Gender Report 2017 - 2022
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sdck.in/womencell.php

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

B. Any 3 of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college encourages its students to follow its policy of "green protocol," advises them to reduce waste material creation, and promotes waste management and reuse. Provision of dust bins in classrooms, departments, and key areas; the segregation of biodegradable and non-biodegradable waste; the ban of plastic and Styrofoam glasses and plates; and the replacement of flex boards by cloth and other reusable materials are followed on campus. The generated paper and plastic waste is recycled by the "HarithaKarma Sena." Vermicompost pits are kept in order to convert organic matter into manure. Food waste is collected by local farm owners. The solid waste is collected and sold to local traders and manufacturing units for recycling.

Our college adheres to the protocol for liquid waste disposal in its laboratories. Liquid waste is segregated into organic

and inorganic waste. Inorganic waste, such as concentrated acidic or alkaline solutions, is neutralised before disposal to remove harmful substances.

Reassembling computers and hardware resources use of non-toxic refillable and laser printers, longer warranty periods, LCD monitors, and proper use and timely maintenance of electronic devices reduce e-waste.

The college does not generate radioactive chemicals or biomedical waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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

B. Any 3 of the above

File Description	Documents
Geo tagged 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 vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the 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 socioeconomic and other diversities (within 200 words).

The College fosters mutual respect and fellowship between the staff, students and other stakeholders irrespective of caste, creed and gender. The inclusive nature of the institution is evident throughout its way of functioning, starting from the administrative level to the grass-root level. The college governing body is composed of academicians, advocates, industrialists, planters, engineers and elected representatives from faculty. The clubs and forums of the college ensure equal opportunities of participation to its students. Common celebrations observing religious festivals and competitions as part of important days are often hosted to promote communal harmony. The college celebrated ethnic day acknowledging the unity in diversity of India. As part of outreach programmes, students teach English in the tribal schools. In cooperation with the Tiger Reserve Project, the college arranged an interactive session with the tribal people about the need to combine indigenous and modern agricultural practices. The college organized bio farming class to spread awareness to the farmers. Students and staff are prepared to lead an eco friendly life as part of its green policy. The infrastructure backs up the institution's efforts at being an inclusive community by providing academic spaces and amenity centres.

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

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

The motto of the college says, "Students are being encouraged and prepared to be good citizens of the country who are aware of the moral responsibilities and duties mentioned in the constitution." Students are prepared to guard the country, maintain the spirit of brotherhood irrespective of the differences in every aspect, and respect, value, and follow all the noble ideals used in the national struggle for freedom. The Department of History and NSS unit organised various activities for keeping the young mind. The NSS, PTA and Charity Club have made timely contributions to the society in times of need. The Karuthal Scheme of the college is focussed on bring up a sense of service mind and human values within the student community. In the wake of our nation celebrating 75 years of Independence, the college organizes various programmes, namely Amar Gandhi, Hazar Hath, familiarizing Constitution, quiz programmes etc. as part of Azadi Ka Amrit Mahotsav. The whole college became part of Har Ghar Tiranga campaign, Swachh Bharat campaign and Unnath Bharat Abhiyan. It transforms the students into responsible citizens by organizing expert talks and programmes of national integration. Various activities are organized under the initiative of NATIONAL INTEGRATION THROUGH STUDENT PARTICIPATION which ensures that the students are aware of the need to protect the unity and integrity of the country, safeguard public property, protect and preserve cultural heritage sites, and to preserve the natural environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sdck.in/sensitization.php
Any other relevant information	NIL

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

A. All of the above

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

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

The college celebrates important international, national and regional festivals and commemorates important dates in order to create awareness of the nationalist, democratic, secular, and patriotic values envisioned in the Indian Constitution. International Women’s Day, International Yoga Day, International Human Rights Day, International Hindi Day, World Blood Donor Day and National Blood Donation Day, Anti-Narcotics Day, World AIDS Day, National Youth Day, Teachers’ Day, Reading Day, Mathrubhasha Day (Mother Language Day), National Science Day and National Mathematics Day, World Environment Day, Statistics Day, International Mole Day, Ozone Day, World Food Day, World Wild Life Week, and Van Maholsavam are celebrated with programmes that imprint the messages of their observations. Independence Day, Republic Day celebrations, Gandhi Jayanthi, National Integrity Day, Peace Day, and Martyrs’ Day are celebrated so that the spirit of nationalism and patriotism is embedded in young minds. Festivals like Onam, Christmas,

Bakrid and Holi are observed with festive messages and various competitions upholding the cultural heritage of the state in all its symbolic diversity. Kerala Piravi Day (Statehood Day) and Ethnic Day give importance to cultural inclusion on campus by encouraging traditional attire for the day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

KARUTHAL - CARE TO STUDENTS AND COMMUNITY

Objectives To create an atmosphere of mutual care and support among student community with peers identifying and helping each other in needy situations. To extend a helping hand to the community in times of need To engage in collective development of society by providing public access to college facilities in a fruitful manner. To share the expertise potential of the college to the society. To create awareness among stakeholders and community about traffic rules and road safety, disaster management, life saving skills. To create an awareness on needs of environmental protection and sustainability.

NATIONAL INTEGRATION THROUGH SOCIAL PARTICIPATION (NISIP)

Objectives To create a society committed to serve the nation and protecting its integrity and pride. To generate a strong sense of patriotism and nationalism through participatory programmes To organize annual events that makes stakeholders and the public aware of the legacy of the nation and promotes national value. To convey the message on oneness among students from different sections of the society. To celebrate days of national importance To safe guard the citizens from the use of alcohol and narcotics

File Description	Documents
Best practices in the Institutional website	https://sdck.in/bestpractices.php
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

St. Dominic's College, Kanjirapally is distinctive in its priority and thrust area by assisting the under privileged communities and small scale industries in its vicinity in aspiring to achieve their professional ambitions and enhance their living standards. Nestled in an agrarian belt, the local community places high expectations on the institution with hopes of securing a sound future to its younger generation and the institution responsibly strives hard to mould its learners into refined individuals, quality leaders and morally upright competent professionals. The myriad programmes of study offered by the college which consists of traditional as well as new generation courses aim to meet the aforesaid demands of the institution's beneficiaries. The DST research lab with sophisticated instruments offers unique opportunities for the researchers in Chemistry, Botany and Physics. The college infrastructure is open to any initiative that is ultimately beneficial to the welfare of the public. This is the first higher educational institution in Kerala to implement gender neutral uniform for its students. Notwithstanding the geographical and social constraints, the college is devoted to rearing individuals who could play a decisive role in inculcating and perpetuating socially desirable qualities and skills.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Implementation of Initiatives under National Education Policy

Introducing Four Year Under Graduate Programmes

Initiating the steps towards the status of an autonomous institution

Enhancing The number of collaborative initiatives for Quality Enhancement

Implementing Multi dimensional extension activities benefitting the community

Starting Innubation Centers leading to New Start - ups by students.