

1. Kindly provide the details of the institution

Name of institution : LITTLE FLOWER COLLEGE GURUVAYOOR(2011-2012)

Year of Establishment
of the institution : 1955

Address Line1 : 0487-2556957

Address Line2 : 0487-2555220

City/Town : GURUVAYOOR

State : KERALA

Postal Code : 680103

Email Address : lfcollegegvr@gmail.com

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/
Reaccreditation : MARCH 2001

Current Grade : 3 STAR

CGPA : -

3. Institutional Status

Affiliated Permanent

4. Contact Person Details

Name of Head of
Institution : Dr.Sr.Mary N.K

Contact Phone : 9446556957

Email : lfcollegegvr@gmail.com

Website URL : www.littleflowercollege.edu.in

Name of IQAC
Co-ordinator : Dr.Lali Thomas Kotturan

Email : chemlittle @gmail.com

SECTION 1

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate
(BA/B.Sc/B.Com etc) :

Post Graduate
(MA/M.Sc/M.Com) :

Research Programmes
(M.Phil/P.hd) :

Certificate Programmes :

Professional Programmes
(B.Tech/M.Tech/B.Ed/M.Ed :
/Medicine/Pharmacy/
Paramedical/Nursing etc)

Other value added
Programmes :

Any other programme offered
(specify) :

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added
during the year :

New Programmes designed :

Programmes under revision :

Interdepartmental collaborative programmes :

Inter institutional collaborative programmes :

Number of review committee recommendations implemented (Total) :

Number of NAAC peer team recommendations implemented :

Number of UGC/any other expert committee recommendation under implemented :

Number of review committee recommendation under implementation :

Number of NAAC peer team recommendations under implementation :

Number of UGC/any other expert committee recommendations under implementation :

7. Faculty Details (Enter a number ;0 for nil)

Total faculty strength required as per norms for all programmes :

Total faculty on rolls :

Faculty added during the year:

Faculty positions vacant :

Faculty left during the year :

Total number of visiting Faculty :

Total number of guest faculty:

8. Qualification of Faculty

PhD and Above :

MPhil :

Masters :

Any other(specify) :

9. Faculty qualification improvement

PhD awarded to existing Faculty :

MPhil awarded to existing faculty :

Any other degree awarded to existing faculty :

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (Total sanctioned) :

Administrative staff (Actual strength) :

Added during the year of reporting :

Left during the year :

Number of post vacant :

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff :
(Total sanctioned strength)

Technical Support Staff :
(Actual strength)

Added during the year :

Left during the year :

Number of posts vacant :

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment Details

| | DD | MM | YYYY |
|-------------------------------|---------------------------------|---------------------------------|-----------------------------------|
| Year of establishment of IQAC | <input type="text" value="07"/> | <input type="text" value="06"/> | <input type="text" value="2001"/> |

13. Composition of IQAC (Enter a number; 0 or nil)

| | | |
|--|---|---------------------------------|
| Number of IQAC members | : | <input type="text" value="15"/> |
| Number of Alumni in IQAC | : | <input type="text" value="3"/> |
| Number of Students in IQAC | : | <input type="text" value="0"/> |
| Number of Faculty in IQAC | : | <input type="text" value="9"/> |
| Number of Administrative Staff in IQAC | : | <input type="text" value="2"/> |
| Number of Technical Staff In IQAC | : | <input type="text" value="0"/> |
| Number of Management Representatives | : | <input type="text" value="2"/> |
| Number of External Experts in IQAC | : | <input type="text" value="0"/> |

Number off any other stakeholders and community representatives :

14. IQAC Meetings

Number of IQAC meetings held during the year :

15. Whether Calendar of activities of IQAC formulated for the academic year

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed :

Number of value added programmes proposed :

Number of skill oriented programmes proposed :

Number of faculty competency and development programmes proposed :

Number of other staff development programmes proposed :

Number of student mentoring programmes proposed :

Number of co-curricular activities proposed :

Number of inter departmental cooperative schemes proposed:

Number of community extension programmes proposed : 28

Any other programmes proposed (specify) : 5

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented : 28

Number of value added programmes implemented : 21

Number of skill oriented programmes implemented : 7

Number of faculty competency and development programmes implemented : 3

Number of other staff development programmes implemented : 2

Number of student mentoring programmes implemented : 23

Number of co-curricular activities implemented : 59

Number of inter departmental cooperative schemes implemented : 4

Number of community extension programmes implemented : 28

Any other programmes suggested that are implemented (specify) : 5

18.IQAC Seminars and Conferences (Enter a number ; 0 for nil)

Number of seminars/
conferences/workshops
organized by IQAC within
the intuition :

Number of participants from
the institution :

Number of participants from
the outside :

Number of external experts
invited :

Number of external
conferences/seminars
/workshops on institutional
quality attended :

Number of events conducted
with IQAC of other institution:
as collaborative programs :

19. Did IQAC receive any funding from UGC during the year?

20. If the response to Qn.18 is YES, Please provide the amount received from UGC – (Input 0-if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount received from
UGC :

Amount received from
any other source
Including the college
management :

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- UGC sponsored National Seminar on Bioinformatics and Nanotechnology
- Seminars on Quantum Chemistry, Kitchen chemistry and IR Spectroscopy
- Seminar on Diversified Aquaculture
- Ms. Lucy V.N. Endowment Lecture Series
- Seminars and Workshops for Quality Enhancement for teachers both academic and non academic are conducted to promote excellence in the portals of Higher education
- Seminars on Police and Public, Health through nature, Legal Literacy, Human rights, Women Empowerment, Cyber literacy to mould a motivated and inspired citizen
- Career Seminar, Interactive Sessions, Facing interviews, Group discussion & CV writing for students
- Intercollegiate Seminar in connection with International Year of Chemistry
- Infinity and Ramanujan Problem Sets Seminars & Workshop on LATEX by Dept of Mathematics
- Inter-collegiate, Inter departmental & Departmental Quiz Competitions
- Public Exhibition on Antiques
- Practical training for teachers to enhance their student interaction
- Practical Training for teachers on Power Point Presentation by IQAC
- Three day workshop on General informatics for teachers
- Paper Presentation by faculty to foster Inter college and inter departmental knowledge sharing
- Debates and Group Discussions to stimulate intellectual openness
- Poster competition for World Water Day

- Observation of Reading week, Environmental Day celebrations and competitions, Social service week , Power Day celebrations & Alzheimer’s Day
- Awareness programmes on Drug Addiction, AIDS, Waste Management, Smoke Free Campus, Blood Donation, Anti Plastic, Organ Donation, Cyber Crimes
- PTA, Class PTA and Mother’s meet in all departments amalgamating higher centres of learning to a more friendly approach
- Regular counseling provided at the campus to integrate and build up a positive approach towards emotionally healthy living
- NSS, NCC, CSS, Red Ribbon, AIACHE, Xavier Board, AICUF, Jesus Youth and Women Cell hold programmes regularly.
- Life guidance course for outgoing students to meet the challenges of the real life situations
- Regular visits to hospitals, old age homes, orphanages and mentally disabled care centers to enhance empathy to fellow beings
- Annual Athletic meet, Collegiate and Inter collegiate competitions in various Literary and Arts are held regularly to promote healthy friendship
- Interior decoration & Textile designing training to fine tune the creative abilities of students
- Outreach programmes for elders and school going students of the locality
- Bhoomitra Club activities to seek an answer to environmental sustainability
- Plant seedlings in the campus and locality, herbal gardening to establish a flourishing green and eco-friendly campus.
- Significant days observation to heighten the awareness of their significance
- Housing Projects for the disadvantaged, “Help the Needy Project” for the marginalized and Palliative care programme to raise awareness about terminal illness to ensure an extremely committed future citizen
- Training for Ball badminton, Archery, Table Tennis, Tennis bring in laurels as a result of persistent effort in promoting a healthy and fit society.
- Trekking camp to Peechi as a part of innovative approach in combining health and Knowledge generation

- Participation in leadership at Barunni in Bihar add a spring board to future success
- Fresher's day, Patron Saint's Day, Social and send off are celebrated.
- Promotion of self employment through business knowledge centres to add more value to their education
- Computer awareness training for the handicapped to improve their careers through technical knowledge
- Teachers attended international, national seminars and workshops
- Nine teachers doing Ph.D
- Ongoing research projects of teachers and students
- Linkage with other institutions for material processing

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic Programmes :

developed or designed by faculty

Number of faculty members involved in :

curriculum restricting/revision/syllabus development

Number of programmes in which :

evaluation process reformation taken up and implemented

Number of active teaching days during :

the current academic year

Average percentage of attendance of :

students

Percentage of classes engaged by guest :

faculty and temporary teachers

Number of self financed programmes :

offered

Number of aided programmes offered :

Number of programmes discontinued :

during the year

23. Whether any systematic student feedback mechanism is in place?**24. Is feedback for improvement provided to the faculty?**

Percentage of courses where student :

feedback is taken

25. Is Feedback for improvement provided to faculty?

YES

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year :

Number of minor research projects undertaken during the year:

Number of major ongoing projects:

Number of minor ongoing projects:

Number of major projects Completed :

Number of minor projects Completed :

Number of major project proposals submitted for external funding :

Number of minor project proposals submitted for external funding :

Number of research publications in peer reviewed journals :

Number of research publications in international peer reviewed journals :

Number of research publication
in national peer reviewed journals:

Number of research paper accepted
for publication in international peer:
reviewed journals

Number of research paper accepted
for publication in national peer :
reviewed journals

Average of impact factor of :
publications reported

Number of books published :

Number of edited books published:

Number of books (single authored)
Published :

Number of books (coauthored) :
Published

Number of conferences attended :
by faculty

Number of international conference
Attended :

Number of national conference :
Attended

Number of papers presented in :
conferences

Number of papers presented in :
international conferences

Number of papers presented in national conferences :

Number of conferences organized by the institution :

Number of faculty acted as experts resource persons :

Number of faculty acted as experts resource persons-international :

Number of faculty acted as experts resource persons-national :

Number of collaborations with international institutions :

Number of collaborations with national institutions :

Number of linkages created during the year :

Total budget for research for current year as a percentage of total institution budget :

Amount of external research funding received in the year :

Number of patents received in the year :

Number of patents applied for in the year :

Number of research awards/recognitions received by faculty and research fellows of the institute in the year :

Number of PhD awarded
during the year

:

0

Percentage of faculty members
invited as external experts/resource:
persons/reviewers/referees or any
other significant research activities

21.42

SECTION IV

This section deals with Student Mentoring and support System existing in the institution .This includes student activities, mentoring and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

| | | |
|--|---|------|
| The total intake of students for various courses(Sanctioned) | : | 1276 |
| Actual enrollment during the year | : | 1163 |
| Student dropout percentage during the year | : | 1 |
| Success percentage in the final examination across the courses | : | 96 |
| Number of academic distinctions in the final examination and percentage : | | 109 |
| Number of students who got admitted to institutions of national importance | : | 6 |
| Number of students admitted to institutions abroad | : | 0 |
| Number of students qualified in UGC NET/SET | : | 13 |
| Number of students qualified GATE/CAT/other examination (Specify) | : | 3 |

28. Does student support mechanism exist for coaching for competitive examination?

YES

29. Student participation, if possible is yes to Qn.27

Number of students participated : 60

30. Does student counseling and guidance service exist?

YES

31. Student participation, if answer to Qn.29 is yes

Number of students participated : 300

32. Career Guidance

Number of career guidance programmes organized : 8

Percentage of students participated in career guidance programmes : 85

33. Is there provision for campus placement?

YES

34. If yes to Qn.32

Number of students participated in campus selection programmes : 25

Number of students selected for placement during the year : 7

35. Does gender sensitization programme exist?

NO

36. If Answer is Yes to Qn 34

Number of programmes organized :

37. Student Activities

Number of students participated in external cultural events :

Number of prizes won by students in external cultural events :

Number of cultural events conducted by the institute for the students :

Number of students participated in international sports and games events :

Number of students participated in national level sports and games events :

Number of students participated in state level sports and games events :

Number of students participated in university level sports and games events :

Number of prizes won by students in international sports and games events :

Number of prizes won by students in national sports and games events :

Number of prizes won by students in state level sports and games events :

Number of prizes won by students in university level sports and games events : 4

Number of sports and games events conducted by the institute for the students : 15

38. Composition of students

Percentage of Scheduled Caste : 18

Percentage of Scheduled Tribe : 1

Percentage of other backward communities : 19

Percentage of women students : 100

Percentage of physically challenged : 1

Percentage of rural students : 90

Percentage of urban students : 2

39. Scholarships and Financial Support

Number of students availing financial support from the institution : 35

Amount disbursed as financial support from the institution : 155756

Number of students awarded scholarship from the institution : 948

Number of students received notable national/International Achievements/Recognition

:

1

40. Students initiatives

Number of community upliftment Programmes initiated by the students:

5

Number of literary programmes initiated by students

:

5

Number of social action initiatives based on Science /environment initiated by students

:

7

Number of students research initiatives

:

196

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management .The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall development activities is created?**42. If the answer for Qn.40 is Yes, is the plan implemented and monitored?****43. Whether benchmarking is created for institutional quality management efforts?****44. if the answer to question 42 is Yes, please list the benchmarking in various areas of development in bullet format.**

- Monthly test paper, distribution of progress reports
- Class PTA, General PTA and mother's Meet
- Remedial training for the weak students
- Regular student counseling for the needy
- Staff council meeting, departmental staff meeting and Governing body meetings
- Regular checking of library usage of individual students
- Teacher evaluation collected from students and necessary steps taken
- Recording of attendance register for students
- Class diary by students –curricular & cocurricular
- Teacher's Diary- curricular, cocurricular & tutorial report
- College work allotment and regular interaction

- Department work allotment
- Semester wise feedback from parents
- Assistance in personal and career guidance including passed out students

45. Is a management Information System (MIS) in place?

YES

46. If answer to question 44 is Yes, Please provide details of MIS applied to

1. Administrative procedure including finance NA
2. Student Admission 50%
3. Student Records Yes
4. Evaluation and Examination procedures Yes
5. Research administration NA
6. Others

1. Staff development of learning resource management

47. Existence of learning resource management

| | YES | NO |
|--|-----|----|
| e-database in library | YES | |
| ICT and smart class room | YES | |
| e-learning sources(e-books,e-journals) | YES | |
| Production of teaching modules | YES | |
| Interactive learning facilities | YES | |

48 Internal resource mobilization: Kindly provide the amount contributed

Research

0

Consultancy and training

Student Contribution

Alumni Contribution

Well wishers

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development

Amount spent for student welfare

Amount spent for staff welfare

50. Is delegation of authority practiced?

51. Does grievance redressal cell exist?

| | YES |
|----------|-----|
| Faculty | YES |
| Students | YES |
| Staff | YES |

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of Grievances received

Number of grievances resolved

53. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received

7

Number of grievances resolved

5

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received

3

Number of grievances resolved

3

55. Has the institution conducted any SWOT analysis during the year?

YES

56. The SWOT analysis was done by internal or by external agency

YES

57. Kindly provide three identified strengths from SWOT Analysis (in built format)

- Maximum opportunity is given to minority students and unified approach – Muslims, Christians, SC/ST students
- Maximum co operation from Faculty and ministerial staff
- Maximum participation of staff and students in outreach programmes for the locality

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- No institutional transport facility for students and staff
- Insufficiency of track and field playground
- No sports hostel

59. Kindly provide two opportunities identified from SWOT analysis (in bullet format)

- Free network resource centre for staff and students
- Career guidance for the students

60. Kindly provide two identified challenges/threats from SWOT analysis (in built format)

1. Instability in social and financial background of students
2. Early marriage system in the society
3. Low educational background of parents

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- Increased participation by the faculty in International and national seminars and workshops
- Increased number of seminars and workshops in the institute for faculty and students
- Outreach Programmes increased
- Improvement in the activities of NSS, NCC, CSS, Red Ribbon, Bhoomitra, KDNC, AIACHE, Xavier board, AICUF, Jesus youth and women cell.
- Observation of Nationally significant days as well as International days of importance
- Free network resource centre
- Implementation of Health & Fitness Centre

**62. How do you perceive the role of NAAC in the quality development of your institution
(Suggestions in bullet format to be given below)**

- E journal awareness training programme is to be started for PG and final year UG students to popularize the e journal usage.
- To conduct basic computer course for students
- Intranet facility in the college.
- To motivate every department to conduct more courses.

8

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year .The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation .Any substantial changes/initiative in this direction is to be separately listed. The best practice in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions strength and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.