

**1. Kindly provide the details of the institution**

Name of institution : LITTLE FLOWER COLLEGE GURUVAYOOR(2012-2013)

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.Mary N.K

Contact Phone : 9446556957

Email : lfcollegegvr@gmail.com

Website URL : www.littleflowercollege.edu.in

Name of IQAC Co-ordinator : Haisel Mathew

Email :   
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### 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 implemnted :

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 :

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## 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

Year of establishment of IQAC      DD      MM      YYYY  
    /  /

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

Number of IQAC members :

Number of Alumni in IQAC :

Number of Students in IQAC :

Number of Faculty in IQAC :

Number of Administrative Staff in IQAC :

Number of Technical Staff In IQAC :

Number of Management Representatives :

Number of External

Experts in IQAC :

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 : 38

Any other programmes proposed (specify) : 4

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

Number of academic programmes implemented : 42

Number of value added programmes implemented : 42

Number of skill oriented programmes implemented : 21

Number of faculty competency and development programmes implemented : 2

Number of other staff development programmes implemented : 3

Number of student mentoring programmes implemented : 26

Number of co-curricular activities implemented : 53

Number of inter departmental cooperative schemes implemented : 6

Number of community extension programmes implemented : 43

Any other programmes : 4



suggested that are :  
implemented (specify)

**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)**

- New UG & PG Courses
- Staff selection and appointment of new faculty in the vacancies
- NCC, NSS, CSS, AIACHE, AIUF, Red Ribbon, Xavier board, Jesus Youth and Women cell hold programmes regularly. Received Best college award by Xavier board.
- Seminars Quality Enhancement for teachers both academic and non academic are conducted to promote excellence in the portals of higher education
- Seminars on legal literacy ,human rights ,women empowerment ,forest conservation ,on solid waste and Composting in Clay pot, National Integration, Palliative care,etc to mould a motivated and inspired citizen
- UGC sponsored two days National Seminar on Socio Linguistic Aspects of Folk Literature on Oral Tradition by Dept of Malayalam
- UGC sponsored three day National Seminar in Emerging Development in Chemistry by Dept of Chemistry
- Regional Seminar “Celebration of Mathematical year 2012” in connection with 125<sup>th</sup> birth anniversary of Great Indian mathematician Srinivasa Ramanujan by dept of Mathematics
- Seminar on Android and J2ME by dept of Computer Science
- Seminar on Spectroscopy-NMR&MRI scan by Dept of Chemistry
- A seminar conducted fro students on “Problem of the youth and the role of parents” by dept of Economics
- Seminar on “Biodiversity & its threats” by Shri.M.I Varghese IFS by dept of Zoology
- Seminar on “Current Economic Issues” by Dr.Maithili ,Former HOD Vimala college Thrissur

- One day seminar on “Modern Trends in Modern Poetry” by Dr.Molly Joseph Mampilly
- Skills oriented programmes like additional Skill Acquisition Programme(ASAP) implemented by Govt of Kerala conducted to enhance students potential for career advancement.
- Debates and Group discussions to stimulate intellectual openness.
- Observation of reading week ,environmental day celebrations and competitions, social service week, Alzheimer’s Day ,Power Day,etc to promote harmony with the society.
- Career Seminar conducted for the students.
- PSC & Bank Test coaching classes for UG students to raise student competitiveness.
- Inter departmental and departmental quiz competitions
- Paper presentation by faculty to foster interdepartmental knowledge sharing
- Poster competition on biodiversity loss for all UG students to promote awareness on ecological sustainability
- Observation of reading week, environmental day celebrations and competitions, social service week,Alzheimer’s Day ,Power Day,etc.
- Awareness programmes on blood donation,AIDS,anti narcotics, waste management, smoke free campus, organ donation,etc
- Regular counseling provided at the campus to integrate and build up a positive approach towards emotionally healthy living.
- Life guidance course for outgoing students to meet the challenges of 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 course 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 to establish a flourishing green and eco-friendly campus
- Significant days observation to heighten the awareness of their significance
- Training for Ball badminton ,Archery, Table Tennis, Tennis and Khabadi bringing in laurels as a result of persistent effort in promoting a healthy and fit society
- Participation of student in Tal Sainik Camp at New Delhi
- Fresher's day, Patron Saint Day, Social and send off are celebrated promoting the joy of togetherness.
- Teachers attended orientation Programmes,Refresh course ,International and National seminars and workshops to enhance the teaching quality
- Faculty with more paper presentation and publications, ongoing Major and minor research projects rolling forward the research potential of faculty.
- Final year students ongoing research projects
- Linkage with other institutions for material processing thereby integrating with the society.
- PTA,class PTA and mother's meet in all departments amalgamating higher centers of Learning to a more friendly approach
- More innovative and transparent evaluation and quality assurance implemented and necessary corrective measures put in.

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### 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 publication 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 :  
conference

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

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#### 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)	:	1444
Actual enrollment during the year	:	1258
Student dropout percentage during the year	:	1
Success percentage in the final examination across the courses	:	98
Number of academic distinctions in the final examination and percentage :		117(29)
Number of students who got admitted to institutions of national importance	:	16
Number of students admitted to institutions abroad	:	0
Number of students qualified in UGC NET/SET	:	7
Number of students qualified GATE/CAT/other examination	:	0

(Specify)

**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 : 263

**30. Does student counseling and guidance service exist?**

YES

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

Number of students participated : 369

**32. Career Guidance**

Number of career guidance programmes organized : 20

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 : 170

Number of students selected for placement during the year : 23

**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 :

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

### **38. Composition of students**

Percentage of Scheduled Caste :

Percentage of Scheduled Tribe :

Percentage of other backward  
communities :

Percentage of women students :

Percentage of physically challenged :

Percentage of rural students :

Percentage of urban students :

### **39. Scholarships and Financial Support**

Number of students availing  
financial support from  
the institution :

Amount disbursed as financial  
support from the institution :

Number of students awarded :

scholarship from the institution

Number of students received notable national/International Achievements/Recognition :

#### **40. Students initiatives**

Number of community upliftment Programmes initiated by the students:

Number of literary programmes initiated by students :

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

Number of students research initiatives :

**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?**

 YES

**42. If the answer for Qn.40 is Yes, is the plan implemented and monitored?**

 YES

**43. Whether benchmarking is created for institutional quality management efforts?**

 YES

**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 report
- Class PTA,Gneral PTA and mother's meet
- Remedial teaching for weak students
- Regular Counseling for all students
- Staff council meeting,departmental staff meeting and Governing body meeting
- 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



- Teachers 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 100%
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

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

4

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

Number of grievances received

6

Number of grievances resolved

6

**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)**

1. Maximum opportunity is given to minority students
2. Unified approach –Muslims,Chhristians,SC,ST
3. Best college award by Xavier Board

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

1. No institutional transport facility for students and staff
2. Insufficiency of track and field playground
3. No sports hostel.

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

1. Free network resource centre for staff and students
2. Counseling facility for all students
3. Career Guidance Seminar for the students and NET

**60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet 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)**

1. Increased no. of Minor Projects taken by faculty
2. Increased no. of paper presentation by faculty
3. Increase no. of national seminars conducted.
4. Outreach programme increased
5. Improvement in the activities of NSS,NCC,CSS  
Reribbon,Bhoomitra,AIACHE ,Xavier Board ,AICUF,Jesus  
Youth and women cell
6. Observation of Nationaly significant days as well as  
international days of importance
7. Free network resource centre
8. Smooth functioning of Health & fitness centre
9. New building including ladies Hostel & P.G Block
10. Renovation of college entrance
11. Renovation of computer Lab

12. Expansion of Botany Lab

13. New Chemistry Lab

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

1. E-journal awareness training programmes is to be started for PG and UG students to popularize e-journal usage.
2. Research centre for P.G Departments
3. Spoken English classes for students
4. Intranet facility in the institution
5. Motivate every department to conduct more courses