



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Little Flower College Guruvayoor
• Name of the Head of the institution	Dr. Valsa M A
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0487-2556957
• Mobile no	08943775595
• Registered e-mail	lfcollegegvr@gmail.com
• Alternate e-mail	iqac@littleflowercollege.edu.in
• Address	Puthenpalli P O , Guruvayoor
• City/Town	Thrissur
• State/UT	Kerala
• Pin Code	680103
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Calicut University																								
• Name of the IQAC Coordinator	Silpa Anand S																								
• Phone No.	04872556957																								
• Alternate phone No.	9846387652																								
• Mobile	9846014601																								
• IQAC e-mail address	iqac@littleflowercollege.edu.in																								
• Alternate Email address	silpa@littleflowercollege.edu.in																								
3. Website address (Web link of the AQAR (Previous Academic Year))	https://littleflowercollege.edu.in/iqac/aqar																								
4. Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	Yes																								
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>Three Star</td> <td>70</td> <td>2001</td> <td>22/03/2001</td> <td>21/03/2006</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.52</td> <td>2015</td> <td>03/03/2015</td> <td>02/03/2020</td> </tr> <tr> <td>Cycle 3</td> <td>A+</td> <td>3.41</td> <td>2021</td> <td>07/09/2021</td> <td>06/09/2026</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	Three Star	70	2001	22/03/2001	21/03/2006	Cycle 2	A	3.52	2015	03/03/2015	02/03/2020	Cycle 3	A+	3.41	2021	07/09/2021	06/09/2026	
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Cycle 3	A+	3.41	2021	07/09/2021	06/09/2026																				
6. Date of Establishment of IQAC	07/06/2001																								
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
Institutional 1	FIP Contingency	UGC	2020	75000
Institutional 1	FIP(DA arrear)	UGC	2020	31104
Institutional 1	Scholarship	Government	2020	6305526
Institutional 1	Salary	Government	2020	43404118
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 			View File	
9.No. of IQAC meetings held during the year			9	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 			Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1. Started monthly collection of institutional data.				
2. Entered an MoU on academic collaboration with Damdama College, Assam.				
3. Started monthly interdisciplinary paper presentation and knowledge sharing sessions for faculty.				

4. Conducted a one month long Yoga training session for faculty and non teaching staff.

5. Conducted a webinar on National Education Policy 2020.

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
Conduct of IQAC Meetings	IQAC meetings which were regularly held each month ensured effective implementation of various plans for quality enhancement. A total of 9 meetings were held
Preparation and implementation of action plan	Activities were conducted by departments , clubs and cells according to the plan of action prepared. This helped in timely assessment and review of academic programs
Implementation of effective digital and online systems	1.Moodle platform facilitated for recording and conduct of classes. 2.Online classes conducted through google meet and zoom meeting platforms. 3.G suite account was made available to the faculty via institution
Organisation of seminars/workshops/ conferences	1.Interdisciplinary faculty paper presentation sessions were conducted under the title "Reflections and Retrospections" through the online mode.2. Workshops on various activities were conducted in collaboration with clubs and cells of the college.
Conduct and Program on National Education Policy 2020	A Webinar on National Education Policy 2020 on 30th September 2020
Conduct a program for differently abled students	Observed International Day for the differently abled wherein

	the students presented their talents and parents were given a platform to present their views and experiences. to
Implementation of systematic data collection method	Monthly data collection and consolidation of all activities conducted by the college through google forms
Preparation and Submission of data for academic , University and Governmental Evaluation	1. Preparation and submission of data for Academic Administration Report (AAR), NIRF, AISHE 2. Preparation and Submission of SSR for NAAC 3. Annual Report submitted to the Government of Kerala 4. Conducted student satisfaction survey and submitted the analysis report to the head of the institution
Collaborations with institutions /benefactors/organisations for quality enhancement	Entered a Memorandum of Understanding with Damdama College, Assam
Collaboration with departments, clubs and cells	1. A month-long Faculty Enrichment Program on Yoga in collaboration with Department of Sanskrit 2. A One-day Webinar on The Play of Urubhangam of Bhasa in collaboration with Department of Sanskrit 3. An initiative called Pusthakakkooda (book basket) was kickstarted to augment the number of books in college library by each department in collaboration with College Library 4. An online workshop series on Fabric Painting was conducted in collaboration with ED club
Feedback System	Feedback was collected from various stakeholders like teachers, parents, well-wishers, alumnae and students and the report was submitted to the Principal and Management

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Staff Council</td> <td>14/02/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Staff Council	14/02/2022
Name	Date of meeting(s)				
Staff Council	14/02/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>27/02/2022</td> </tr> </tbody> </table>		Year	Date of Submission	Yes	27/02/2022
Year	Date of Submission				
Yes	27/02/2022				
Extended Profile					
1. Programme					
1.1 Number of courses offered by the institution across all programs during the year	846				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				
2. Student					
2.1 Number of students during the year	2022				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Institutional Data in Prescribed Format</td> <td>View File</td> </tr> </tbody> </table>		File Description	Documents	Institutional Data in Prescribed Format	View File
File Description	Documents				
Institutional Data in Prescribed Format	View File				
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	499				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				

2.3	700
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	99
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	56
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	86
Total number of Classrooms and Seminar halls	
4.2	131.57
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	203
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

For the balance of both academic and extra-curricular activities, an

Action Plan is diligently prepared, incorporating all of these, at the onset of the year. A Comprehensive teaching plan is prepared by every faculty in the form of lectures, tutorials and practical sessions to enhance the teaching strategy. An Induction Program is conducted at the beginning of the year to orient the students about facilities and welfare schemes available, code of conduct and discipline and extracurricular activities of the college. Bridge Courses were organized to minimize the knowledge gap of the learners. Certificate courses were arranged for skill development and knowledge enhancement of the students. Due to the pandemic, most of the classes were conducted in the online mode. A Moodle platform was initiated for online teaching. Teachers also availed Google Classrooms and other online platforms for conducting classes. Remedial coaching was provided to slow learners to assist their studies. The management ensures the participation of faculty members' curricular enrichment programs both within the college and in other institutions for seamless and effective Curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/fa138e83c3c610d6dbb972e60f432038.pdf

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

The College is affiliated to the university of Calicut. The College Action Plan including the schedule for the internal exam is prepared in adherence to the University Academic Calendar. The College Calendar, which is prepared in accordance with University Academic Calendar is provided to the students to make the events and programmes transparent. The College Handbook works as a directory of the college. It gives them information about the courses in each programme. Lesson Plans are prepared in accordance with the academic calendar that helps teachers track the completion of their allotted portions. Unit tests, assignments, projects and seminars are given to students for the periodical assessment of the students. The schedule for the Continuous Internal Exams (CIE) is shared well in advance for the convenience of both students and staff. The CIE System comprises of preparation of question papers and scheme, evaluation by the faculty and publication of marks. The scrutiny and

approval of question paper is done by the HOD. The internal marks are uploaded to the University Website according to the instructions from the University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/fe2cc41fb710396db64b4e2f2828dd97.pdf

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.
A. All of the above
 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

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

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)

11

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

572

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

The Institution envisages Trust in God, Eco sensibility, Fraternity, Truthfulness and Social Commitment (TEFTS) as the key values of the college. These values form the mainspring of all the activities conducted in the campus. The universal values of Professional Ethics, Gender, Human Values, Environment and Sustainability are incorporated in the syllabus of the University. The institution

conducts webinars, workshops, awareness classes and other activities to augment the value centered orientation of the students. The college enables the students to inculcate these values by observing significant days like Human Rights Day, Ozone Day, Women's Day, Martyr's Day, etc. The Value Education course approved by the University is provided for the students and the assessment and grading for the course is also regularly done. The NSS, NCC, CSS, Women's Cell, Bhoomithra Sena Club and Franciscan Green Canopy instigates environmental sensibility within students through their innovative activities. The Institution strictly follows the policy of 'Plastic free campus' and 'Eco- Friendly campus. Due to the pandemic, all the activities of the Institution were carried out on online platforms and awareness videos streamed through the college YouTube channel.

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

60

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

897

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://littleflowercollege.edu.in/feedback/feedback
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://littleflowercollege.edu.in/feedback/feedback

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

788

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**

694

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 Institution recognizes the diversity in the student community and cater to their academic and non-academic requirements. The college is keen on elevating the students into a globally acclaimed level through continuous assessment and tutoring. The formative assessment is sustained throughout the course. Academic progression is assessed through Internal examinations, seminars/ assignments and other classroom activities. A Pre-knowledge test is conducted as an entry level assessment to identify slow and advanced learners. Remedial coaching, Peer learning, Special Mentoring, personality development, leadership training programmes, etc are conducted to care, support and uplift students who fall behind the others. Career Guidance and Counseling, participation in online job fairs and workshops, coaching for competitive exams, Endowment, participation in proficiency increasing programs, publication of academic and creative papers are done for the nurturance of academic and non academic skills in advanced students. Remedial classes and Peer learning for the year , due to the epidemic, was provided by the mentors through online platforms.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/c2319b2486825b31acd2b261e6fe93e7.pdf
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
2022	99

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

Student centric-approach to teaching and learning has shifted the focus from teachers to students, making them active participants and contributors of contents. In this method teachers play the role of facilitators and mentors not the age old authoritative figures, directing students towards an independent learning system. With the change in approach, class room innovations also have switched to interactive sessions, group discussions, debates and seminars which were all held online due to the pandemic. To encourage lateral-learning, brainstorming sessions are conducted. A streamlined, intuitive and rapid-communication path is affirmed for Crisis Management system. Through different activities and programmes tuned to the academic courses , critical thinking and problem-solving methods are enhanced. In the Institutional level, Webinars, Workshops, Internships, Academic Extensions, Projects are organized to advance confidence, leadership quality and organizational skill. Moving out of one's comfort zone can be daunting, therefore the College prompts students participation in various creative , intellectual and artistic competitions, events held at various Institutions at close and distant proximity of the college. To instigate experiential learning among students, diverse activities are organized by NCC, NSS, Women Cell, ED Club, Incubation Centre., Career Guidance and Training Cell also hold many platforms for students .

File Description	Documents
Upload any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/55f1a44fb076ebd8f0e92a2934adb836.pdf

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

Incorporating Information and communication technology to the curriculum have innumerable positive attributes on students. All the faculty members in the Institution made highest use of advanced technologies to engage students in class. During the year 2020-2021, the corona outbreak had mediated more inclusion of ICT into the academic curriculum. In the onset of the pandemic, most of the teachers took classes through Google Meet. Later on Google Classrooms , ZOOM and whatsapp were also employed to engage and provide lessons to students. Social media platforms were also used in order to maintain a good rapport with the parents. Assignments and assessments were done using Google forms .Teachers also attended online faculty development courses . All faculty members are provided with GSuit account. They participated in faculty enrichment programmes and various online sessions related to research methodologies. MOOC courses provided both the students and teachers flexible an affordable ways of learning different skills. Power POINT Presentations are used but the teachers for better conveying of message with more visual effect. Moodle platform poses a great advantage to students to listen to recorded class repetitively and to have access to all the study materials under a single umbrella.

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

99

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

99

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

23

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

531

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 college follows a transparent and robust Continuous Internal Evaluative Mechanism. The University Academic Calendar is uploaded at the onset of every academic year to exhibit working days, holidays, examinations etc and further details aligned with the evaluative mechanism of the Institution. Teachers plan and organize the lesson units for each semester as per the calendar and record them in the teacher's diary. The faculty members in charge plan and execute the frequency and mode of Internal assessment in accordance with the scheduled list. Teachers conduct monthly class test to ensure systematic study and better performance. The Staff Council comprising of the Principal and Heads of the Departments plan the academic and non academic activities and internal evaluation schedule of the year. Assignments are graded based on the timely submission and on the relevance of the content. The published internals are then uploaded into the university sites. As the classes were held online, internal assessments were conducted through Google Classrooms and Moodle platforms. Internal Examination committee monitor the smooth functioning of exams devoid of any malpractices. Students who had participated in intercollegiate events and NSS,NCC cadets attending camps are provided the option of retests.

File Description	Documents
Any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/04fb22099cdd3b9dafcc7174b96d2d39.pdf

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

The Institution has a systematized grievance system to address the complaints of students related to the internal and external evaluation. All the problems related to the evaluations and assessment including that regarding the University is resolved through this mechanism. Internal Examinations are decided by the IQAC and discussed in the Staff Council which is then in turn informed to the faculty members through a Departmental meeting. The schedule of the exams are then informed to the students. The Internal Examination Mechanism is introduced to the newly admitted students through an Induction Programme. The Internal Examination Cell meticulously conduct timely examinations upon the completion of portions by teachers as per the Teacher's Diary. Students maintain a Class Diary to keep track of the portions according to the syllabi and to ensure communication with the class in charge without any hindrance . students are allocated with adequate time to prepare before Internals. The challenges of students are all resolved through Remedial Teaching, Tutorials, Peer Learning, Class Mentoring, and Government Initiatives. A three- tier redressal system runs in the Institution handled by the Principal, Vice Principal and Head of the departments .

File Description	Documents
Any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/committees/grievance-readdressal-cell

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 Institution which is the part of social milieu offers programmes sanctioned by the University of Calicut. The college envisions a future where in the potential human resources are optimized to their maximum skills both academic and non academic which abets in the transformation of the nation building strategy. The college has tuned all its activities to bring out the best outcomes from both an individual and at collective level. All the programmes offered by the University have goal oriented outlook on the outcome of the course. The syllabus assigned by the University mandates certain outcomes out of all the prescribed portions. The college strives to institute certain measures for the assurance of competent outcome. The college's Vision and Mission fulfills the outcome of Humane values in the student stakeholders thereby planting the seed of

essential humanitarian sensibility. The academic calendar highlights the Significant Days in every month , upon the celebration of which qualities like supporting Women empowerment, self-sustenance and integration is encouraged. Through the discipline practiced in the campus and also through various additional courses, ethical and moral values are emphasized . Institutional values are also promoted among faculty and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://littleflowercollege.edu.in/programmes/prg
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.

The institution precisely observes, evaluates and attains both the programme and course outcomes which acts as anchor to the advancement of competence of the students in curricular and extra-curricular activities. Each department prepares a holistic Action Plan in which Ethics and morals are incorporated through instruction classes, Tutorial Classes and research forums. Competency is surged in the students through competitions conducted by different departments and cells. The students are subjective to continuous assessment through internal examinations and monthly class tests which is accompanied by seminars , discussions and debates. The college never fails to recognize and appreciate any streak of skills and values manifested by the students . All the faculty members instigate values like self awareness, self confidence and the mental strength to encounter the world with equanimity. Student's academic and non academic skills are constantly appreciated through endowments and awards like Merit Award, Toppers Award etc. Non academic learning outcomes provides enough opportunities for the over all development . Work allotments related to the non academic learning outcome is given to teachers at the beginning of each academic year and is executed with the help of class /union representatives.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/f0264cb1957e710f9f57c2e750713351.pdf

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

497

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://littleflowercollege.edu.in/upload/pdf_upload/a1b0dee0278a04fb87bc8639cd30bdb7.pdf

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://littleflowercollege.edu.in/feedback/feedback>

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

5

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Though the Institution's unique cultural and academic ecosystem was disturbed by the outbreak of covid 19, it had developed a robust

system in keeping students active through diverse programmes conducted online. Awareness videos on various social issues and on significant days were prepared meticulously by clubs, cells and all the departments imparting information on precautions to be carried by both students and teachers. The Institution was certified IIC (Institution Innovation Council) by the Ministry of Education, Government of India, to spur the innovative ventures in the campus. As people worldwide are struggling to fight the demon of the virus, the main equipment in this battle is Social distancing, Mask and sanitizer. Therefore the college facilitates students in practical knowledge with professional assistance on how to make hand-made cloth masks, thereby encouraging them to come up with more creative mask making techniques. Hand hygiene, becoming the cornerstone of infection prevention and control, an extensive video was made on hand hygiene by the students of NCC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/2a89c95ebafbe59752ac5a35f179fe85.pdf

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

8

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

0

File Description	Documents
URL to the research page on HEI website	https://littleflowercollege.edu.in/programmes/researchguides
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

13

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

18

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

For the holistic development and sensitization of social issues in students, the Institution arranges various programmes and opportunities. Faculty members provided voluntary covid duty services at Government hospitals, as a part of RR(Rapid Response) team, served as bystanders for lonely covid patients at covid wards, these reveal the values prompted by the college. To lend a helping hand to the neighbouring villages, small aids and daily essentials were distributed. With the assistance of teachers and students, in-house sanitizer was distributed to the students, faculties and houses in close proximity. In compliance with the new mask-wearing policies being paramount, clubs and cells made hand-woven cloth masks to ensure safety of both within and outside the college premises. The NCC and NSS of the college, honoured the doctors, police force and nurses who valiantly fought against epidemic. The college conducted a blood donation campaign among students and faculty members to promote altruistic attitude which would later cater to a value they could take away from the Institution.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/7a32e95050718648e4454537a1b13d22.pdf
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

4

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

36

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

1429

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

78

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

10

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 ascends the heights of intellectual competence, humanitarian values and social accountability. To assist the courses run by the college, a well furnished infrastructure sufficient to meet the necessities is made available. Campus covering an area of 18.18 Acres includes Departments, Administrative Block, Library, Canteen, Leisure-Tower, Comfort-Rooms, Health-centre, Homeo-clinic, Hostel, Fitness-Centre, Indoor Stadium, International level synthetic fenced court for lawn tennis, Auditorium, Conference Halls, Computer Centre, Seminar Halls, Classrooms, Research Centre, Chapel, Residential Complex, Museums, etc. Infrastructural connectivity is maintained through 61.25 MBPS leased line internet connectivity, Intercom facility and Public Address System. The details regarding the number, capacity, and so on has been attached.

Institution has framed the following policies for creation and enhancement of infrastructure

Expansion of infrastructure to cope up with the timely advancements.

New buildings are constructed to meet the needs of new courses.

Renovation/ Maintenance of college building and the well knit green abode.

Upgradation of technological resources to augment teaching-learning.

Spacious and well maintained classrooms with adequate facilities.

Clean campus with proper waste disposal and management system.

Eco sensibility and physical health sustained through space for recreation.

Spiritual enhancement and self reflection shored up irrespective of caste and creed through an inviting chapel.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/352b1d068d231d34c7f7a227ca0f736b.pdf

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

The college believes that sports, games and cultural events can bring a culture of peace, trust and fraternity among the students. The institution has adequate facilities and provides opportunities to grow and glow in this dimension. Various Arts and culturally significant events take place every year under various clubs and cells. The facilities are :

Facility

Area / Size

Year of Establishment/Set Up

User Rate(%)

Auditorium

9577 Square feet

1980

100

Cultural Incubation Centre

1119 Square feet

2000

100

Multi-Purpose Indoor Stadium

- Total

3721 Square feet

Established on 1986

Renovated on 2020

- Basket Ball Half Court

1131 Square feet

Established on 1986

Renovated on 2020

100

- Table Tennis Board

1

Established on 1986

Renovated on 2020

100

- Badminton Court

880 Square Feet

Established on 1986

Renovated on 2020

100

- Kabaddi Mat

2021

100

Synthetic Tennis Court

7200 Square feet

2020

100

Tennis Court

2838 Square Feet

1955

100

Kabaddi Area

3781 Square feet

2021

100

Archery Area

10 Cent

2005

100

Archery Equipment

Recurve Bow - 1 Indian Bow - 1 Compound Bow - 1

2005

100

Fitness Centre

1414 Square feet

2010

100

Yoga Centre

1297 Square feet

2021

100

Ball badminton Court

3100 Square Feet

2005

100

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/90cfedd623d772053b59b531beb3cb53.pdf

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

86

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/05cc780efb685c431d30405c0d50023d.pdf
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)

88.54

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 institution a part of our Heritage building (Main Block) has a total area of 5743.45 square feet of physical space that has a main Arts Library of 3273 square feet and a Science Library of 2015.97 square feet and an e- Resource area of 454.48 square feet and accommodates around 200 students at a time. The Library has 51 tables for convenient reading and reference and 159 shelves for stocking books and magazines along with Newspaper browsing. The Library is open for both Faculty and Students from 8.30 am in the mornings to 5 pm in the evenings. The Library is open for all during the vacation from 9 am in the morning to 4pm in the evening. The Library works on all days except Sundays and Government Holidays.

Library Automation

Library is fully automated with KOHA. ILMS Software KOHA (installed - 2018) provides a very user friendly interface for searching documents in the library and their issue-status. Library facilitates Web - OPAC provide remote access to users.

1.Name of ILMS software: - KOHA

2.Nature of automation (fully or partially): -Fully

3.Version: - 17.11.10.000

4.Year of automation: - 2018

Features of KOHA

It is the first Open source library automation software. KOHA is built using library standards and protocols such as MARC 21, UNIMARC, z39.50, SRU/SW, SIP2, SIP/NCIP, ensuring interoperability between Koha and other systems and technologies, while supporting existing workflows and tools.

Library Service Type

Total

No.

Value

e-journals

6000

11,800.00

CD & Video

284

0

Library automation

1

5,00,000.00

Text Books

61209

19,29,798.00

Reference Books

5654

6,07,180.00

e-books

199500

14,950.00

Journals

62

1,56,600.00



[[NOTE

No of Reference books include in Text books. So the total books in the library is 61209. Out of 61209, 5654 are reference books.

Out of 62 journals, 24 are Peer reviewed Journals.]]

Services:

The Library follows the Open Access System.

AURA is the reading club, which serves as a platform to empower the students to champion library activities. The students in the club are given opportunities to network with their peers. The library club aims to inculcate the love of reading to all the staff and students of the college.

Book Exhibition and orientation Programmes for users.

Login passwords are provided to users for accessing UGC INFLIBNET-N-LIST resources and e-book.

14 Computers are providing E- resource facilities for users, 5 Computers for OPAC and 8 computers for administration purpose.

D-space Digital Repository (institutional documents, questionnaire, etc.) which is available in LAN.

Reprographic facility, reading promotion activities are organized for Students and Staffs.

JAWS software to enable use by visually challenged students.

E-Notice board showing new arrivals and events.

Library advisory committee:

The Little Flower College Library has an advisory committee. Usually library committee meetings are held twice in an academic year. Meetings are also held when there are changes and new developments to be implemented, final decisions are taken only after discussions in the library committee meeting. The library committee is composed of the following members

- 1.Principal - President
- 2.Staff Representative - Convenor
- 3.Librarian - Secretary
- 4.Heads of various Departments
- 5.Student Representative

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://littleflowercollege.edu.in/Library/

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)

4.95

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

56

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 institution is Wi-Fi covered with 61.25 MBPS Internet Leased Line connectivity to ensure easy facilitation of Information Technology.

Our institution has 262 Computers, 21 Laptops, 1 multifunction color copier machine, 2 photocopier machines, 23 Multi Function Printers, 18 Printers, 34 Projectors, 6 Scanners and 7 Smart Boards. All the Departments have computers and internet facilities and have a smart class room each. Computer access is available to the staff and students. Besides the Departments and Internet Cafe, there are other spaces for browsing such as library, office etc. The College has licensed software including Microsoft Server 2016 - 1nos, Microsoft Office -100 nos, Microsoft Windows 7 or above - 161 nos, Antivirus for all systems, KOHA, TOTAL Campus Solution software facilitates admission, attendance entry and 2 E- Notice Boards.

The institution avails access to N-LIST through INFLIBNET facility from the year 2010. Library is automated with KOHA. ILMS Software KOHA provides a very user friendly interface for searching documents

in the library and their issue-status. Library facilitates Web - OPAC remote access to users. Students and faculty can avail its facilities. The institution is keen on becoming a part of the National knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/82d9acdccb410b532f0ef37eb325fd62.pdf

4.3.2 - Number of Computers

203

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)

38.08

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.

All the policies and plans of the institution are oriented towards attaining vision and mission of the College. The hierarchical organization headed by the Management and the governing body entrusts the Principal, who activates the IQAC, Staff Council, Education Council to facilitate the delegation of duties and responsibilities aiming upon perfection in execution of the policies. The Physical, academic and support facilities required for effective rendering of curricular and extra-curricular activities are consolidated in the department wise meetings. These are further forwarded to the staff council there on to IQAC and Principal according to the magnitude of the requirement. The necessary procedure is taken to fulfil the requirement of facilities.

We have well trained permanent and temporary staff in different categories under the College Bursar for a regular and effective maintenance and running of the facilities, infrastructure and equipment including cleaning of the campus. Permanent arrangement has made for regular service to calibrate and repair various items and equipment in the labs. Replacement is also done in case of irreparability. The green canopy of the campus is maintained through regular irrigation, pruning and weeding.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/30a3d2617cfcefb72909f5cedd10b4f0.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

725

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

182

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	https://littleflowercollege.edu.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

1321

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

1321

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

23

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

15

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.

13

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 institution gives prime focus to student centric activities and the participation of students in the administrative, co-curricular and extracurricular activities. Being one among the 400 affiliated

colleges under the University of Calicut, the usual practice is to elect student representatives in the parliamentary format as permitted by the University. However, due to the pandemic situation this year elections could not be held and the previous College Union office bearers continued their services for the college. The office bearers diligently plan and executes the various aspirations of the students and also plays a major part in forwarding the institutional vision and mission. The Chairperson also holds a position in the IQAC team thus taking part in the quality initiatives of the institution. Student representation is mandatory in various clubs and councils and other bodies like Departmental Associations, Library Club, Grievance Redressal Cell, Hostel Committee etc. The National Cadet Corps and the National Service Scheme units also forms powerful student bodies in co-curricular and extracurricular activities. The special days like Freshers' day and College Day showcases the talents of our students. The Department of Physical Education provide ample opportunities for the students to take part in sports activities at various levels.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/3659fc7aae8e8229366028c0b628e7d6.pdf
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

80

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

The Alumnae Association of the College is one of the strongest stakeholder unit that supports and assists the institution in all activities. Since the College is registered under the Society Registration Act the Alumnae is not separately registered, however, plans to register the Association is also made. We have a strong and large number of alumnae all over the world. The association offers ordinary, Life and Patron memberships for the outgoing students and the faculty of the College. The Annual Reunion of Alumnae both in the department and in the College are held as per convenience with a Chief guest from the distinguished Alumni. The expertise of the Alumnae in their chosen field of success comes handy to implement some projects of their capability within the campus for the benefit of the current students. The usual alumnae contributions include Merit Day where prizes are awarded to top scorers and for faculty achievements. High achievers are invited to inspire the present students through orientation programmes and aspiring talks. However, most of these activities could not be conducted during the year due to the pandemic. Still, that the alumnae support during the preparations for the NAAC visit was exemplary during the year.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/support/osa
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

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

The College assays the primary vision of the founders' dream of an equitable world for women. The need of the hour for the institution is to step in with the times to take up the responsibility in creating integrated and innovative women capable of resilience and competence scaling the ladder of success in the changed world.

The college envisions to be a Centre for Excellence in Education; scientific-technological and communicative caliber; moral -spiritual and eco-centric values.

And its mission is to strive for a wise, humane, righteous, perfect world of empowered women with Little Flower Values.

Further, the chief Little Flower values it nurtures are: Trust in God, Eco friendliness, Fraternity, truthfulness, and social sensitivity.

The institution recognizes women empowerment as its vital task. The academic and non-academic are strategically planned to craft socially dynamic future generation.

The Institutional practices and policies on the ground level involve a team spirit of mutual respect and integrity with a participatory schedule that is achieved with power to pursue a goal to its logical conclusion. Decentralized Governance is accomplished by bestowing needed autonomy on all Units in the organizational structure so as to instill responsibility and accountability and allow the freedom to execute duties effectively.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/1983a6cbd99ec5028f6e81e9f1b47c14.pdf
Upload any additional information	View File

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

Decentralized governance is achieved by granting necessary autonomy to all organisational units in order to inculcate responsibility and accountability while also allowing the freedom to carry out obligations effectively. The Institutional practices and policies on the ground level involve a team spirit of mutual respect and integrity with a participatory schedule that is achieved with power to pursue a goal to its logical conclusion. The strategic plans for an academic year are planned out by the IQAC in consultation with the Principal along with staff council and the Education Council. Duties and responsibilities for the staff are charted by the Principal as work allotment for the year in consultation with the different Councils. The Heads of Departments are responsible for task allocation, monitoring and evaluation. They are constantly in coordination with the Principal and constitute the major part of the College Council. The Departments meet to discuss work distribution, evaluate performance, take remedial measures and prepare action plans for future development. Besides administration and academics, there are around 65 Committees, Cells, Units and Clubs that are formed to facilitate the co-curricular, extracurricular and extension activities.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/e0bb4622ba0682f2bb6471bf11adca06.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Little Flower College has a well-planned perspective for

development. The development plan is formulated for a period of five years and necessary up gradation and directional changes are made according to changing circumstances. The major and permanent aspects are taken into account with stakeholder participation and suggestions that holds the promise of excellence in the Institution. The annual action plan of the College is so formulated as to the effective development and deployment of the strategies. The action plan is consistently modified and upgraded with respect to the current social and cultural scenario and according to the needs of the stakeholders. The qualitative development of the faculty and the students is given uncompromised significance. Curricular and extracurricular activities are held on a large scale to maintain and improve student quality. A well-stocked College library is always open for the faculty and students for their research activities. The institution strategizes a number of long- and short-term perspectives to strengthen the overall improvement of the institution keeping it on par with global standards. Strategies are made to meet the infrastructural challenges also.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/949c2937f7a52e7455e8ff3323136611.pdf
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 College recognizes the primacy of participative management. The internal organization is structured to ensure allocation of duties and responsibilities. It is headed by the Governing Body (Board of Trustees), consisting of Manager, Principal, Vice Principal, Junior Superintendent and three senior teaching staff. Manager delegates authority to the Principal. The Principal is responsible for the progress and smooth functioning of the College and connects the College with the affiliating University, the Government and all other agencies. IQAC is the axial agency acting for internal quality assurance and enhancement. Junior Superintendent heads the administrative wing and supervises the smooth functioning of the ministerial activities. Department Heads supervise and provide instructions for the accomplishment of departmental activities.

Librarian (Grade I) and assistants ensure the satisfactory dissemination of the intellectual resources. College Union is a dynamic organization through which the student community acts, expresses and matures. Ministerial and supportive staff smoothen and accelerate College activities. Teachers have a consultative status in deciding matters regarding curriculum, teaching learning process, assessment and extracurricular activities. PTA and Alumnae observe, support and facilitates the activities through participation and feedback. An active broadcasting system of notices, announcements and meetings work to inform the dynamic body of the institution.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/94d4bea4204c73f702c673930735a0d8.pdf
Link to Organogram of the institution webpage	https://littleflowercollege.edu.in/upload/pdf_upload/428da8c875b83d5383e98cdda6b933c1.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 Institution views its faculty and ministerial staff as valuable

assets that must be safeguarded, fostered, and enhanced in order for them to achieve professional and personal success. The management takes steps to improve the staff's welfare and well-being. The institution's environment encourages mental and physical well-being. The Management provides regular orientation, motivation, counselling, and fitness programmes for the Staff to assure their well-being and a fruitful conclusion. A faculty welfare association provides assistance to both teaching and non-teaching personnel in the event of unforeseen emergencies. This institution's faculty and ministerial staff are lifelong members of the Little Flower Family. ROSA is the benchmark in the effective bonding and welfare measure that takes care of a faculty post retirement with equal concern. . Annual get together, tours and the banquets supported by active staff of the institution is integral to the façade of the Institution An annual colourful Staff Day, Guru Vandanam Day, Principal's Day and other significant days are celebrated with vigour to forge a healthy bond of team spirit. This year during Covid the Staff were provided with Masks and sanitisers. Nourishment was provided for those who had fallen seriously ill.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/091110f59d46345bd80d5ca3a87faac0.pdf
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

4

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**

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
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**

135

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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

A self-appraisal system functions in the College to help the faculty to have an introspective evaluation. The system works in four sections namely research activities, consultancy and extension, involvement in evaluation duty, teaching experience and qualification. An appraisal is formed through the feedback collected from the students in due confidentiality. Steps for improvement and rectification are conveyed with due discretion and decorum. The timely and efficient completion of academic and non-academic duties assigned, adoption and time bound submission of major and minor projects, attending orientation, refresher and other faculty development and quality enhancement programs are encouraged and they also play a major role in the appraisal system.

Feedback on the performance of each ministerial staff member is also collected and proper guidance is given in case of any drawbacks noted.

The IQAC articulates strengths and flaws of the system through its regular appraisal and supervision of all criterion based institutional activities. The Academic and Administrative Audits provide a platform for self-appraisal and opportunities to improve.

The teacher's handbook maintained by each faculty, The students diary maintained by the class monitors, Screening committee appraisal of faculty members at the time of promotion also act as appraisal systems.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/iqac/feedbackanalysis
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 council mandated to monitor the source and utilization of financial resource constitutes the Governing Body, IQAC, Staff Council, Purchase Committee, the Finance and Accounts Department, which functions under the Junior Superintendent. The financial requirements of each section of the College are analyzed and

prepared annually by each and every unit that includes various Departments, Clubs, units, cells and the library. This requirement form is then transferred to the Governing Body through the Principal and the Staff Council. The Governing Body in consultation with the various authorities allocates funds on its own accord and is distributed through the Bursar after due entry in the stock register and scrutinized by the Principal.

The Institution adheres to the AAA format for its audit. The Internal and External Academic and Administrative Audit are conducted as stipulated by the rules.

The AAA Audit in the College took place this year during a baton change of the Head of the Institution. The External Audit is done by Indian Audit and Accounts Department, Thiruvananthapuram and Deputy Director of Collegiate Education, Thrissur.

The management also conducts an annual internal audit. This audit cell consists of a Chartered Accountant deputed by the Manager.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/60a2e4eac295f38ee35cdaa56aa16322.pdf
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)

1478275

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 College is a Grant in Aid Minority Institution .Being a NAAC Accredited UGC aided Institution it receives its major financial assistance from the State Government. The Institution adheres to all state and national policies in relation to all financial resource mobilized. The College receives the CPE fund from the Ministry of Human Resources, New Delhi. The institution has been included in the latest NAAC -UGC Paramarsh initiative to coordinate accreditation activities in aspiring non accredited colleges and receives fund under that scheme. The UGC funded courses for skill and vocational knowledge through B Voc and Community College have been beneficial.

The internal audit mechanism for the maintenance and augmentation undertaken by the management ensures proper input of resources at apt points that is prioritized as per need for better utilization of the financial and physical funds garnered by the Institute for its crucial role it plays in social intervention in the society. Any deficit in the fund available for the various College activities is supplemented by the Management as far as possible to mitigate the time delay for endorsing quality in the education imparted to the students.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/2d7ed06b67681f82899bb3f64ba4d6f0.pdf
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

FACULTY QUALITY SUSTENANCE PROGRAMME

IQAC has through the years established a forum for quality sustenance for the faculty through a three pronged strategy to be taken up at the Institutional, Departmental and Personal level. Institution assures all support both qualitative and monetary so that the faculty equip themselves through active participations at various forums that enhance the academic credentials through their presence at National and International venues. Personal achievements

are recognized by the Institution during the merit day function. They are encouraged to create linkages with quality initiatives to improve the existing academic ambience.

RESEARCH INITIATIVES FOR THE INSTITUTION

The thrust of research to sharpen the delivery of teaching learning mechanism and the enrichment and satisfaction of individual was flagged by the IQAC and the promotion of faculty enrichment through doctoral and postdoctoral possibilities were discussed.

The Departments in the Institution are encouraged by the Principal and Management as envisioned by the IQAC to equip each member of the faculty to go in Research at the earliest to fill the void at the earliest to establish Centers of Research under each Department. Inter -Departmental paper presentations 'Retrospections and Reflections' each month are a source of knowledge sharing welcoming discourse amalgamation.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/d1086c2925193b4d9dd0f31aa1652e09.pdf
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

Technology Flexible Teaching and Learning

The IQAC was in the forefront to take up the challenge to initiate the faculty and students to orient to new ways of teaching and learning through aids available as tech tools. Due to lockdown when online teaching was implemented the Institution through IQAC took care to equip the teachers and students' new mode of teaching learning. The institution launched its Moodle Platform and YouTube channel and used other resources to make the teaching - learning experience ubiquitous. Flipped classrooms, interactive teaching, e content creation and the like found a vogue this year.

Enhancement of Institutional Visibility

The IQAC took up the challenge of envisaging a global and national alliance benefitting the institute that is catering to multicultural student diversity with an excellent step through a conscious effort to cultivate an array of Memorandum Of Understandings with a number of institutes of strategic importance for strengthening the visibility level of the college at national and international levels. The Institution has down the memory lane standardized the quality of education to our wards to ensure a fitting absorption into the mainstream educational progression of the students.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/e5b1f02d8cbdc2b4543f3a976507903f.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://littleflowercollege.edu.in/college/publications
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 institution's principle purpose since its beginning in 1955 in this semi-rural location has been to empower women, and it continues to do so, educating women to face the world as it develops.

The clarity in our vision and the intent of our mission is evident by the diligently executed activities implemented as per a well-designed action plan. Events like webinars on mental and physical health, rights, entrepreneurial skills, personality development, competitions that would grow digital skills and general knowledge are incorporated to refine the abilities of the young women here transforming them into leaders in their own areas making them aware of their potentials and rights envisioning a better tomorrow of gender parity.

Safety and security are ensured by security at the gate and CCTV cameras at strategic points which is regularly monitored. Mental health of the students was given special attention during this year of online classes. Mentors diligently enquired and counselled the students in their care and supported them in the time of lockdown and quarantine on phone.

The institution has facilities for day care, fitness center, common rooms, etc., it also usually conducts certificate courses on Karate, Driving , Yoga etc.,

File Description	Documents
Annual gender sensitization action plan	https://littleflowercollege.edu.in/upload/pdf_upload/3aaca2a3dd7ec856dfa678e558d8f994.pdf
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://littleflowercollege.edu.in/upload/pdf_upload/5a2c99c1c783ee3276e08e5fedcea4fe.pdf

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-

A. 4 or All of the above

**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 institution propagates and practices sustainable Eco Friendliness. Great care is taken to manage waste. Waste reduction is the first step. Measures like, usage of reusable banners for annual programmes, usage of non-plastic and non-disposables for gatherings, Swap shops to promote reuse of articles, etc., are implemented. Cloth masks were provided to reduce waste created by disposable masks.

For solid waste management the Institution has a well operational drainage system within the campus. The dry waste like paper is given to scrap dealers.

The liquid waste source is used for irrigating the coconut grove of more than 1200 trees.

Being an Arts and Science College, it avoids generating bio-medical waste.

E-waste within the College is managed in collaboration with Clean Kerala Company Limited (Govt.Undertaking). e- waste campaign was arranged. Students enthusiastically created awareness and collected e-waste from homes.

Waste recycling system

rain water is harvested and collected in a large pond ensuring replenished ground water table in and around the campus.

Aquaponic technique is effectively used

After segregation the biodegradable wet waste is used for biogas and vermin compost.

The minimal hazardous waste from the Science laboratories is safely disposed through deep pits with measures to prevent leaching in campus.

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 A. Any 4 or all 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

A. Any 4 or all 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).

Our College is a conglomeration of various diversities brought together for the noble purpose of seeking knowledge. It endeavors to string up the varieties caused by the differences in Culture, Region, Language, Community, Socioeconomic status, Physical and intellectual abilities and aptitude and accomplish the target rendering wholistic development.

The celebration of festivals and other occasions with due importance enable the students to mitigate the cultural and communal differences harmoniously. Students are free to practice their beliefs while still appreciating others around them.

Regional and linguistic inclusivity is maintained by the management by making provisions like hostel and canteen for students from any region to be able to avail the programmes here. Special online programmes like language day and reading day, conducted during lockdown enhanced the importance of linguistic and regional variety.

Provisions like devices to attend online class, scholarships and freeships are arranged to mitigate socioeconomic diversity. Personality development, career guidance and economy awareness programmes equip students rise up in the socio-economic scale.

Bridge courses, remedial teaching, personal counselling, are few of the programmes the institution has devised to include students with varying intellectual abilities. Ramps, special washrooms, scribes etc., are provisions made to include students facing physical challenges.

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

Social responsibility prompted the establishment of this institution in 1955 to empower women when a higher education portal was in dire need. And since then, it has been its lasting endeavor to mold socially sensible and responsible young women for a better India. The institution has scheduled online talks and awareness programmes for staff as well as students. Ample awareness on issues like social justice, human rights, cyber safety, population, constitutional obligations, Environment protection and the like has been organized through webinars, symposium, and talks by reputed speakers.

Creative competitions like power point presentations, message making etc., was implemented to refurbish existing knowledge on various relevant issues.

Socially responsible activities like preparing audio study materials for visually impaired, video contest on eco friendly habits, tribute to freedom fighters, introducing places of national significance and the like was highly encouraged to nurture their sensibility as good citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://littleflowercollege.edu.in/upload/pdf_upload/ab1f69e1234aade6254db744c2073070.pdf
Any other relevant information	https://littleflowercollege.edu.in/upload/pdf_upload/b0051b6fcbc3ddfc4ff0b8fb3cb04b1b.pdf

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 **A. All of the above**

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 activities of the institution is enriched by various National and international commemorative days and celebrations. As the institution has social sensibility and fraternity among its five chief values, utmost care is taken to instill these values in the students through the celebration of significant days, festivals, and commemorations. Consequently, such events are painstakingly included in the action plan and implemented in the most educative, creative and pragmatic way. The institution believes that the celebration of these significant days would enable the student to come closer to each other, have better understanding and acceptance for the 'other' and also learn from the memorable historic past.

During each of these celebrations, care is taken that students get the essence of the event. To ensure this a brief narration on the significance of the day is disseminated through the public announcement system during the morning assembly. The day is commemorated using any one or more of appropriate modes such as competitions, symposium, webinar, invited talks creation of awareness videos, displays, exhibitions, flash mobs, sharing, partying, etc., The pandemic situation opened new vistas for conducting such programmes online and the students had an added benefit of improving their proficiency in digital media.

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.

I) Name: Entrepreneurial and Social initiatives

Objectives:

To create a generation of socially sensitive and economically independent women who are capable of taking initiatives for positive change.

The Context:

The pandemic crisis needed the dissemination of digital skills, as well as health and hygiene knowledge, and prompt lockdown enlightening and entrepreneurial engagements. A time to catalyze social sensitivity in learners through community oriented actions.

The Practice:

Staff and students volunteered in hospitals as a dynamic response to the covid situation.

Supplied provisions to covid affected patients, as well as a community kitchen and participatory villages.

Entrepreneurial skills developed by means of learning to make hand sanitizers, and masks etc.,

The college is a mentor college and guides mentee colleges in quality enhancement.

Webinars to help improve online skills were conducted.

Awareness and motivational videos were created and circulated.

Evidence of Success:

The adopted villages were provided with sanitizers made by the students.

One of our Mentee colleges successfully completed accreditation with A+ grade under our guidance.

We have received sufficient number of views for our awareness programmes on you tube.

The timely social intervention by the staff and students of the institution during Covid times was appreciated by the hospitals and municipality.

Many students were successful in beginning their own startups.

Problems Encountered /Resource Required:

Due to the pandemic situations many programmes that could involve offline participation of people had to be done online.

II)Name: Franciscan Green Canopy- Green initiatives

Objectives:

To Nurture a culture of peace through active Sustainable Ecofriendly life style.

To form a generation that is nature conscious.

The Context:

The SDGs aim at a better world which can be accomplished only when learning enhances ethical choices towards nature and neighbour in day-to-day life.

The Practice:

The students actively participated in:

Plastic removal and cleaning drives

E waste collection Campaign

Planting of sapplings and seedlings

Creation of Eco awareness videos, competitions and Quiz

Reusing of waste material

Observing various nature conservation related days through competitions and webinars.

Engagements in programmes that explore bioregional nature specialties

Evidence of Success:

The students have received a conviction on eco friendly living. They cultivated their own kitchen Gardens and micro greens during the lock down period. The concept of reduce ,reuse and recycle is embedded in them.

Problems Encountered /Resource Required:

Due to the pandemic situations many programmes that could involve offline participation had to be done online.

File Description	Documents
Best practices in the Institutional website	https://littleflowercollege.edu.in/upload/pdf_upload/d29ec53e75e0ee2b8992a918b09101d4.pdf
Any other relevant information	https://littleflowercollege.edu.in/upload/pdf_upload/d29ec53e75e0ee2b8992a918b09101d4.pdf

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

The New age Mantra of skill orientation Madhyam- Kaushal Prajnya has its marking specifically by the initiatives of the Department of

Multimedia, assuring and promoting digitalized women empowerment as a unique and distinct signature trait of our Institution. The Institution foresaw great future in empowering women in the creative arena of multimedia and vocational courses cutting the barrier of gender for enterprising career with skill development exploring diverse fields advancing career options with basic degrees. The department provides Post graduate and Under Graduate programmes. It also houses a hi-tech furnished Media Centre and recording suite for futuristic student community. The students are given exposure in this area by frequent workshops, webinars and creative competitions. Their excellence is extended through community-oriented, entertaining productions. The faculty and the students of the Multimedia have garnered national and state recognitions for their exemplary Media enterprises as Photo designer, Video editors and Channel Creators. The Department secures notable course results and placements. The career opportunities in National and State Channels as freelance workers justify the objective of the institution in empowering women in new age media.

The College provides academic women dropouts through a Community college. It equips them in their aspiration to gain economic empowerment.

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

For the balance of both academic and extra-curricular activities, an Action Plan is diligently prepared, incorporating all of these, at the onset of the year. A Comprehensive teaching plan is prepared by every faculty in the form of lectures, tutorials and practical sessions to enhance the teaching strategy. An Induction Program is conducted at the beginning of the year to orient the students about facilities and welfare schemes available, code of conduct and discipline and extracurricular activities of the college. Bridge Courses were organized to minimize the knowledge gap of the learners. Certificate courses were arranged for skill development and knowledge enhancement of the students. Due to the pandemic, most of the classes were conducted in the online mode. A Moodle platform was initiated for online teaching. Teachers also availed Google Classrooms and other online platforms for conducting classes. Remedial coaching was provided to slow learners to assist their studies. The management ensures the participation of faculty members' curricular enrichment programs both within the college and in other institutions for seamless and effective Curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/fa138e83c3c610d6dbb972e60f432038.pdf

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

The College is affiliated to the university of Calicut. The College Action Plan including the schedule for the internal exam is prepared in adherence to the University Academic Calendar. The College Calendar, which is prepared in accordance with University Academic Calendar is provided to the students to make the events and programmes transparent. The College Handbook works as a

directory of the college. It gives them information about the courses in each programme. Lesson Plans are prepared in accordance with the academic calendar that helps teachers track the completion of their allotted portions. Unit tests, assignments, projects and seminars are given to students for the periodical assessment of the students. The schedule for the Continuous Internal Exams (CIE) is shared well in advance for the convenience of both students and staff. The CIE System comprises of preparation of question papers and scheme, evaluation by the faculty and publication of marks. The scrutiny and approval of question paper is done by the HOD. The internal marks are uploaded to the University Website according to the instructions from the University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/fe2cc41fb710396db64b4e2f2828dd97.pdf

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

27

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)**

11

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

572

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

The Institution envisages Trust in God, Eco sensibility, Fraternity, Truthfulness and Social Commitment (TEFTS) as the key

values of the college. These values form the mainspring of all the activities conducted in the campus. The universal values of Professional Ethics, Gender, Human Values, Environment and Sustainability are incorporated in the syllabus of the University. The institution conducts webinars, workshops, awareness classes and other activities to augment the value centered orientation of the students. The college enables the students to inculcate these values by observing significant days like Human Rights Day, Ozone Day, Women's Day, Martyr's Day, etc. The Value Education course approved by the University is provided for the students and the assessment and grading for the course is also regularly done. The NSS, NCC, CSS, Women's Cell, Bhoomithra Sena Club and Franciscan Green Canopy instigates environmental sensibility within students through their innovative activities. The Institution strictly follows the policy of 'Plastic free campus' and 'Eco- Friendly campus. Due to the pandemic, all the activities of the Institution were carried out on online platforms and awareness videos streamed through the college YouTube channel.

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

60

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

897

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://littleflowercollege.edu.in/feedback/feedback
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://littleflowercollege.edu.in/feedback/feedback
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	
788	
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	
694	
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 Institution recognizes the diversity in the student community and cater to their academic and non-academic requirements. The	

college is keen on elevating the students into a globally acclaimed level through continuous assessment and tutoring. The formative assessment is sustained throughout the course. Academic progression is assessed through Internal examinations, seminars/ assignments and other classroom activities. A Pre-knowledge test is conducted as an entry level assessment to identify slow and advanced learners. Remedial coaching, Peer learning, Special Mentoring, personality development, leadership training programmes, etc are conducted to care, support and uplift students who fall behind the others. Career Guidance and Counseling, participation in online job fairs and workshops, coaching for competitive exams, Endowment, participation in proficiency increasing programs, publication of academic and creative papers are done for the nurturance of academic and non academic skills in advanced students. Remedial classes and Peer learning for the year , due to the epidemic, was provided by the mentors through online platforms.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/c2319b2486825b31acd2b261e6fe93e7.pdf
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
2022	99

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

Student centric-approach to teaching and learning has shifted the focus from teachers to students, making them active participants and contributors of contents. In this method teachers play the role of facilitators and mentors not the age old authoritative figures, directing students towards an independent learning

system. With the change in approach, class room innovations also have switched to interactive sessions, group discussions, debates and seminars which were all held online due to the pandemic. To encourage lateral-learning, brainstorming sessions are conducted. A streamlined, intuitive and rapid-communication path is affirmed for Crisis Management system. Through different activities and programmes tuned to the academic courses , critical thinking and problem-solving methods are enhanced. In the Institutional level, Webinars, Workshops, Internships, Academic Extentions, Projects are organized to advance confidence, leadership quality and organizational skill. Moving out of one's comfort zone can be daunting, therefore the College prompts students participation in various creative , intellectual and artistic competitions, events held at various Institutions at close and distant proximity of the college. To instigate experiential learning among students, diverse activities are organized by NCC, NSS, Women Cell, ED Club, Incubation Centre., Career Guidance and Training Cell also hold many platforms for students .

File Description	Documents
Upload any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/55f1a44fb076ebd8f0e92a2934adb836.pdf

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

Incorporating Information and communication technology to the curriculum have innumerable positive attributes on students. All the faculty members in the Institution made highest use of advanced technologies to engage students in class. During the year 2020-2021, the corona outbreak had mediated more inclusion of ICT into the academic curriculum. In the onset of the pandemic, most of the teachers took classes through Google Meet. Later on Google Classrooms , ZOOM and whatsapp were also employed to engage and provide lessons to students. Social media platforms were also used in order to maintain a good rapport with the parents. Assignments and assessments were done using Google forms .Teachers also attended online faculty development courses . All faculty members are provided with GSuit account. They participated in faculty enrichment programmes and various online sessions related to research methodologies. MOOC courses provided

both the students and teachers flexible an affordable ways of learning different skills. Power POINT Presentations are used but the teachers for better conveying of message with more visual effect. Moodle platform poses a great advantage to students to listen to recorded class repetitively and to have access to all the study materials under a single umbrella.

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

99

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

99

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

23

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

531

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 college follows a transparent and robust Continuous Internal Evaluative Mechanism. The University Academic Calendar is uploaded at the onset of every academic year to exhibit working days, holidays, examinations etc and further details aligned with the evaluative mechanism of the Institution. Teachers plan and organize the lesson units for each semester as per the calendar and record them in the teacher's diary. The faculty members in charge plan and execute the frequency and mode of Internal assessment in accordance with the scheduled list. Teachers conduct monthly class test to ensure systematic study and better

performance. The Staff Council comprising of the Principal and Heads of the Departments plan the academic and non academic activities and internal evaluation schedule of the year. Assignments are graded based on the timely submission and on the relevance of the content. The published internals are then uploaded into the university sites. As the classes were held online, internal assessments were conducted through Google Classrooms and Moodle platforms. Internal Examination committee monitor the smooth functioning of exams devoid of any malpractices. Students who had participated in intercollegiate events and NSS,NCC cadets attending camps are provided the option of retests.

File Description	Documents
Any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/04fb22099cdd3b9dafcc7174b96d2d39.pdf

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

The Institution has a systematized grievance system to address the complaints of students related to the internal and external evaluation. All the problems related to the evaluations and assessment including that regarding the University is resolved through this mechanism. Internal Examinations are decided by the IQAC and discussed in the Staff Council which is then in turn informed to the faculty members through a Departmental meeting. The schedule of the exams are then informed to the students. The Internal Examination Mechanism is introduced to the newly admitted students through an Induction Programme. The Internal Examination Cell meticulously conduct timely examinations upon the completion of portions by teachers as per the Teacher's Diary. Students maintain a Class Diary to keep track of the portions according to the syllabi and to ensure communication with the class in charge without any hindrance . students are allocated with adequate time to prepare before Internals. The challenges of students are all resolved through Remedial Teaching, Tutorials, Peer Learning, Class Mentoring, and Government Initiatives. A three- tier redressal system runs in the Institution handled by the Principal, Vice Principal and Head of the departments .

File Description	Documents
Any additional information	View File
Link for additional information	https://littleflowercollege.edu.in/committees/grievance-readdressal-cell

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 Institution which is the part of social milieu offers programmes sanctioned by the University of Calicut. The college envisions a future where in the potential human resources are optimized to their maximum skills both academic and non academic which abets in the transformation of the nation building strategy. The college has tuned all its activities to bring out the best outcomes from both an individual and at collective level. All the programmes offered by the University have goal oriented outlook on the outcome of the course. The syllabus assigned by the University mandates certain outcomes out of all the prescribed portions. The college strives to institute certain measures for the assurance of competent outcome. The college's Vision and Mission fulfills the outcome of Humane values in the student stakeholders thereby planting the seed of essential humanitarian sensibility. The academic calendar highlights the Significant Days in every month , upon the celebration of which qualities like supporting Women empowerment, self-sustenance and integration is encouraged. Through the discipline practiced in the campus and also through various additional courses, ethical and moral values are emphasized . Institutional values are also promoted among faculty and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://littleflowercollege.edu.in/programmes/prg
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.

The institution precisely observes, evaluates and attains both the programme and course outcomes which acts as anchor to the advancement of competence of the students in curricular and extra-curricular activities. Each department prepares a holistic Action Plan in which Ethics and morals are incorporated through instruction classes, Tutorial Classes and research forums. Competency is surged in the students through competitions conducted by different departments and cells. The students are subjective to continuous assessment through internal examinations and monthly class tests which is accompanied by seminars, discussions and debates. The college never fails to recognize and appreciate any streak of skills and values manifested by the students. All the faculty members instigate values like self awareness, self confidence and the mental strength to encounter the world with equanimity. Student's academic and non academic skills are constantly appreciated through endowments and awards like Merit Award, Toppers Award etc. Non academic learning outcomes provides enough opportunities for the over all development. Work allotments related to the non academic learning outcome is given to teachers at the beginning of each academic year and is executed with the help of class /union representatives.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://littleflowercollege.edu.in/upload/pdf_upload/f0264cb1957e710f9f57c2e750713351.pdf

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

497

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://littleflowercollege.edu.in/upload/pdf_upload/a1b0dee0278a04fb87bc8639cd30bdb7.pdf

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://littleflowercollege.edu.in/feedback/feedback>

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

5

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Though the Institution's unique cultural and academic ecosystem was disturbed by the outbreak of covid 19, it had developed a robust system in keeping students active through diverse programmes conducted online. Awareness videos on various social issues and on significant days were prepared meticulously by clubs, cells and all the departments imparting information on precautions to be carried by both students and teachers. The Institution was certified IIC (Institution Innovation Council) by the Ministry of Education, Government of India, to spur the innovative ventures in the campus . As people worldwide are struggling to fight the demon of the virus, the main equipment in this battle is Social distancing, Mask and sanitizer. Therefore the college facilitates students in practical knowledge with professional assistance on how to make hand- made cloth masks , thereby encouraging them to come up with more creative mask making techniques. Hand hygiene, becoming the cornerstone of infection prevention and control, an extensive video was made on

hand hygiene by the students of NCC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/2a89c95ebafbe59752ac5a35f179fe85.pdf

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

8

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

0

File Description	Documents
URL to the research page on HEI website	https://littleflowercollege.edu.in/programmes/researchguides
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

13

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

18

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

For the holistic development and sensitization of social issues in students , the Institution arranges various programmes and opportunities . Faculty members provided voluntary covid duty services at Government hospitals, as a part of RR(Rapid Response) team , served as bystanders for lonely covid patients at covid wards, these reveal the values prompted by the college. To lend a helping hand to the neighbouring villages, small aids and daily essentials were distributed. With the assistance of teachers and students, in-house sanitizer was distributed to the students, faculties and houses in close proximity. In compliance with the new mask-wearing policies being paramount, clubs and cells made hand- woven cloth masks to ensure safety of both within and outside the college premises. The NCC and NSS of the college, honoured the doctors, police force and nurses who

valiantly fought against epidemic. The college conducted a blood donation campaign among students and faculty members to promote altruistic attitude which would later cater to a value they could take away from the Institution.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/7a32e95050718648e4454537a1b13d22.pdf
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

4

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

36

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

1429

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

78

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**

10

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 ascends the heights of intellectual competence, humanitarian values and social accountability. To assist the courses run by the college, a well furnished infrastructure sufficient to meet the necessities is made available. Campus covering an area of 18.18 Acres includes Departments, Administrative Block, Library, Canteen, Leisure-Tower, Comfort-Rooms, Health-centre, Homeo-clinic, Hostel, Fitness-Centre, Indoor Stadium, International level synthetic fenced court for lawn tennis, Auditorium, Conference Halls, Computer Centre, Seminar Halls, Classrooms, Research Centre, Chapel, Residential Complex, Museums, etc. Infrastructural connectivity is maintained through 61.25 MBPS leased line internet connectivity, Intercom facility and Public Address System. The details regarding the number, capacity, and so on has been attached.

Institution has framed the following policies for creation and enhancement of infrastructure

Expansion of infrastructure to cope up with the timely advancements.

New buildings are constructed to meet the needs of new courses.

Renovation/ Maintenance of college building and the well knit green abode.

Upgradation of technological resources to augment teaching-learning.

Spacious and well maintained classrooms with adequate facilities.

Clean campus with proper waste disposal and management system.

Eco sensibility and physical health sustained through space for recreation.

Spiritual enhancement and self reflection shored up irrespective of caste and creed through an inviting chapel.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/352b1d068d231d34c7f7a227ca0f736b.pdf

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

The college believes that sports, games and cultural events can bring a culture of peace, trust and fraternity among the students. The institution has adequate facilities and provides opportunities to grow and glow in this dimension. Various Arts and culturally significant events take place every year under various clubs and cells. The facilities are :

Facility

Area / Size

Year of Establishment/Set Up

User Rate(%)

Auditorium

9577 Square feet

1980

100

Cultural Incubation Centre

1119 Square feet

2000

100

Multi-Purpose Indoor Stadium

- Total

3721 Square feet

Established on 1986

Renovated on 2020

- Basket Ball Half Court

1131 Square feet

Established on 1986

Renovated on 2020

100

- Table Tennis Board

1

Established on 1986

Renovated on 2020

100

- Badminton Court

880 Square Feet

Established on 1986

Renovated on 2020

100

- Kabaddi Mat

2021

100

Synthetic Tennis Court

7200 Square feet

2020

100

Tennis Court

2838 Square Feet

1955

100

Kabaddi Area

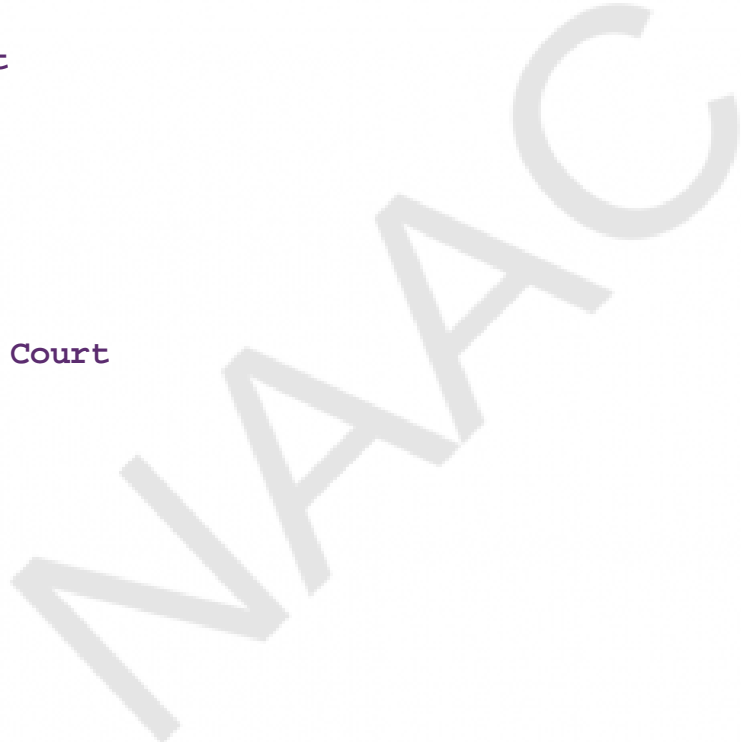
3781 Square feet

2021

100

Archery Area

10 Cent



2005

100

Archery Equipment

Recurve Bow - 1 Indian Bow - 1 Compound Bow - 1

2005

100

Fitness Centre

1414 Square feet

2010

100

Yoga Centre

1297 Square feet

2021

100

Ball badminton Court

3100 Square Feet

2005

100

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/90cfedd623d772053b59b531beb3cb53.pdf

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

class, LMS, etc.

86

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/05cc780efb685c431d30405c0d50023d.pdf
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)

88.54

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 institution a part of our Heritage building (Main Block) has a total area of 5743.45 square feet of physical space that has a main Arts Library of 3273 square feet and a Science Library of 2015.97 square feet and an e- Resource area of 454.48 square feet and accommodates around 200 students at a time. The Library has 51 tables for convenient reading and reference and 159 shelves for stocking books and magazines along with Newspaper browsing. The Library is open for both Faculty and Students from 8.30 am in

the mornings to 5 pm in the evenings. The Library is open for all during the vacation from 9 am in the morning to 4pm in the evening. The Library works on all days except Sundays and Government Holidays.

Library Automation

Library is fully automated with KOHA. ILS Software KOHA (installed - 2018) provides a very user friendly interface for searching documents in the library and their issue-status. Library facilitates Web - OPAC provide remote access to users.

1.Name of ILS software: - KOHA

2.Nature of automation (fully or partially): -Fully

3.Version: - 17.11.10.000

4.Year of automation: - 2018

Features of KOHA

It is the first Open source library automation software. KOHA is built using library standards and protocols such as MARC 21, UNIMARC, z39.50, SRU/SW, SIP2, SIP/NCIP, ensuring interoperability between Koha and other systems and technologies, while supporting existing workflows and tools.

Library Service Type

Total

No.

Value

e-journals

6000

11,800.00

CD & Video

284

0

Library automation

1

5,00,000.00

Text Books

61209

19,29,798.00

Reference Books

5654

6,07,180.00

e-books

199500

14,950.00

Journals

62

1,56,600.00

[[NOTE

No of Reference books include in Text books. So the total books in the library is 61209. Out of 61209, 5654 are reference books.

Out of 62 journals, 24 are Peer reviewed Journals.]]

Services:

The Library follows the Open Access System.

AURA is the reading club, which serves as a platform to empower the students to champion library activities. The students in the club are given opportunities to network with their peers. The library club aims to inculcate the love of reading to all the staff and students of the college.

Book Exhibition and orientation Programmes for users.

Login passwords are provided to users for assessing UGC INFLIBNET-N-LIST resources and e-book.

14 Computers are providing E- resource facilities for users, 5 Computers for OPAC and 8 computers for administration purpose.

D-space Digital Repository (institutional documents, questionnaire, etc.) which is available in LAN.

Reprographic facility, reading promotion activities are organized for Students and Staffs.

JAWS software to enable use by visually challenged students.

E-Notice board showing new arrivals and events.

Library advisory committee:

The Little Flower College Library has an advisory committee. Usually library committee meetings are held twice in an academic year. Meetings are also held when there are changes and new developments to be implemented, final decisions are taken only after discussions in the library committee meeting. The library committee is composed of the following members

1.Principal - President

2.Staff Representative - Convenor

3.Librarian - Secretary

4.Heads of various Departments

5.Student Representative

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://littleflowercollege.edu.in/Library/

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)

4.95

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

56

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 institution is Wi-Fi covered with 61.25 MBPS Internet Leased Line connectivity to ensure easy facilitation of Information Technology.

Our institution has 262 Computers, 21 Laptops, 1 multifunction color copier machine, 2 photocopier machines, 23 Multi Function Printers, 18 Printers, 34 Projectors, 6 Scanners and 7 Smart Boards. All the Departments have computers and internet facilities and have a smart class room each. Computer access is available to the staff and students. Besides the Departments and Internet Cafe, there are other spaces for browsing such as library, office etc. The College has licensed software including Microsoft Server 2016 - 1nos, Microsoft Office -100 nos, Microsoft Windows 7 or above - 161 nos, Antivirus for all systems, KOHA, TOTAL Campus Solution software facilitates admission, attendance entry and 2 E- Notice Boards.

The institution avails access to N-LIST through INFLIBNET facility from the year 2010. Library is automated with KOHA. IILMS Software KOHA provides a very user friendly interface for searching documents in the library and their issue-status.

Library facilitates Web - OPAC remote access to users. Students and faculty can avail its facilities. The institution is keen on becoming a part of the National knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/82d9acdccb410b532f0ef37eb325fd62.pdf

4.3.2 - Number of Computers

203

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)

38.08

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.

All the policies and plans of the institution are oriented towards attaining vision and mission of the College. The hierarchical organization headed by the Management and the governing body entrusts the Principal, who activates the IQAC, Staff Council, Education Council to facilitate the delegation of duties and responsibilities aiming upon perfection in execution of the policies. The Physical, academic and support facilities required for effective rendering of curricular and extra-curricular activities are consolidated in the department wise meetings. These are further forwarded to the staff council there on to IQAC and Principal according to the magnitude of the requirement. The necessary procedure is taken to fulfil the requirement of facilities.

We have well trained permanent and temporary staff in different categories under the College Bursar for a regular and effective maintenance and running of the facilities, infrastructure and equipment including cleaning of the campus. Permanent arrangement has made for regular service to calibrate and repair various items and equipment in the labs. Replacement is also done in case of irreparability. The green canopy of the campus is maintained through regular irrigation, pruning and weeding.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/30a3d2617cfcefb72909f5cedd10b4f0.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	
725	
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	
182	
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	https://littleflowercollege.edu.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

1321

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

1321

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

23

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

15

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.

13

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 institution gives prime focus to student centric activities and the participation of students in the administrative, co-curricular and extracurricular activities. Being one among the

400 affiliated colleges under the University of Calicut, the usual practice is to elect student representatives in the parliamentary format as permitted by the University. However, due to the pandemic situation this year elections could not be held and the previous College Union office bearers continued their services for the college. The office bearers diligently plan and executes the various aspirations of the students and also plays a major part in forwarding the institutional vision and mission. The Chairperson also holds a position in the IQAC team thus taking part in the quality initiatives of the institution. Student representation is mandatory in various clubs and councils and other bodies like Departmental Associations, Library Club, Grievance Redressal Cell, Hostel Committee etc. The National Cadet Corps and the National Service Scheme units also forms powerful student bodies in co-curricular and extracurricular activities. The special days like Freshers' day and College Day showcases the talents of our students. The Department of Physical Education provide ample opportunities for the students to take part in sports activities at various levels.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/3659fc7aae8e8229366028c0b628e7d6.pdf
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

80

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

The Alumnae Association of the College is one of the strongest stakeholder unit that supports and assists the institution in all activities. Since the College is registered under the Society Registration Act the Alumnae is not separately registered, however, plans to register the Association is also made. We have a strong and large number of alumnae all over the world. The association offers ordinary, Life and Patron memberships for the outgoing students and the faculty of the College. The Annual Reunion of Alumnae both in the department and in the College are held as per convenience with a Chief guest from the distinguished Alumni. The expertise of the Alumnae in their chosen field of success comes handy to implement some projects of their capability within the campus for the benefit of the current students. The usual alumnae contributions include Merit Day where prizes are awarded to top scorers and for faculty achievements. High achievers are invited to inspire the present students through orientation programmes and aspiring talks. However, most of these activities could not be conducted during the year due to the pandemic. Still, that the alumnae support during the preparations for the NAAC visit was exemplary during the year.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/support/osa
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs
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	
<p>The College assays the primary vision of the founders' dream of an equitable world for women. The need of the hour for the institution is to step in with the times to take up the responsibility in creating integrated and innovative women capable of resilience and competence scaling the ladder of success in the changed world.</p> <p>The college envisions to be a Centre for Excellence in Education; scientific-technological and communicative caliber; moral -spiritual and eco-centric values.</p> <p>And its mission is to strive for a wise, humane, righteous, perfect world of empowered women with Little Flower Values.</p> <p>Further, the chief Little Flower values it nurtures are: Trust in God, Eco friendliness, Fraternity, truthfulness, and social sensitivity.</p> <p>The institution recognizes women empowerment as its vital task. The academic and non-academic are strategically planned to craft socially dynamic future generation.</p> <p>The Institutional practices and policies on the ground level involve a team spirit of mutual respect and integrity with a participatory schedule that is achieved with power to pursue a goal to its logical conclusion. Decentralized Governance is accomplished by bestowing needed autonomy on all Units in the organizational structure so as to instill responsibility and accountability and allow the freedom to execute duties effectively.</p>	

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/1983a6cbd99ec5028f6e81e9f1b47c14.pdf
Upload any additional information	View File

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

Decentralized governance is achieved by granting necessary autonomy to all organisational units in order to inculcate responsibility and accountability while also allowing the freedom to carry out obligations effectively. The Institutional practices and policies on the ground level involve a team spirit of mutual respect and integrity with a participatory schedule that is achieved with power to pursue a goal to its logical conclusion. The strategic plans for an academic year are planned out by the IQAC in consultation with the Principal along with staff council and the Education Council. Duties and responsibilities for the staff are charted by the Principal as work allotment for the year in consultation with the different Councils. The Heads of Departments are responsible for task allocation, monitoring and evaluation. They are constantly in coordination with the Principal and constitute the major part of the College Council. The Departments meet to discuss work distribution, evaluate performance, take remedial measures and prepare action plans for future development. Besides administration and academics, there are around 65 Committees, Cells, Units and Clubs that are formed to facilitate the co-curricular, extracurricular and extension activities.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/e0bb4622ba0682f2bb6471bf11adca06.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Little Flower College has a well-planned perspective for development. The development plan is formulated for a period of five years and necessary up gradation and directional changes are made according to changing circumstances. The major and permanent aspects are taken into account with stakeholder participation and suggestions that holds the promise of excellence in the Institution. The annual action plan of the College is so formulated as to the effective development and deployment of the strategies. The action plan is consistently modified and upgraded with respect to the current social and cultural scenario and according to the needs of the stakeholders. The qualitative development of the faculty and the students is given uncompromised significance. Curricular and extracurricular activities are held on a large scale to maintain and improve student quality. A well-stocked College library is always open for the faculty and students for their research activities. The institution strategizes a number of long- and short-term perspectives to strengthen the overall improvement of the institution keeping it on par with global standards. Strategies are made to meet the infrastructural challenges also.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/949c2937f7a52e7455e8ff3323136611.pdf
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 College recognizes the primacy of participative management. The internal organization is structured to ensure allocation of duties and responsibilities. It is headed by the Governing Body (Board of Trustees), consisting of Manager, Principal, Vice Principal, Junior Superintendent and three senior teaching staff. Manager delegates authority to the Principal. The Principal is responsible for the progress and smooth functioning of the College and connects the College with the affiliating University, the Government and all other agencies. IQAC is the axial agency acting for internal quality assurance and enhancement. Junior Superintendent heads the administrative wing and supervises the

smooth functioning of the ministerial activities. Department Heads supervise and provide instructions for the accomplishment of departmental activities. Librarian (Grade I) and assistants ensure the satisfactory dissemination of the intellectual resources. College Union is a dynamic organization through which the student community acts, expresses and matures. Ministerial and supportive staff smoothen and accelerate College activities. Teachers have a consultative status in deciding matters regarding curriculum, teaching learning process, assessment and extracurricular activities. PTA and Alumnae observe, support and facilitates the activities through participation and feedback. An active broadcasting system of notices, announcements and meetings work to inform the dynamic body of the institution.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/94d4bea4204c73f702c673930735a0d8.pdf
Link to Organogram of the institution webpage	https://littleflowercollege.edu.in/upload/pdf_upload/428da8c875b83d5383e98cdda6b933c1.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 Institution views its faculty and ministerial staff as valuable assets that must be safeguarded, fostered, and enhanced in order for them to achieve professional and personal success. The management takes steps to improve the staff's welfare and well-being. The institution's environment encourages mental and physical well-being. The Management provides regular orientation, motivation, counselling, and fitness programmes for the Staff to assure their well-being and a fruitful conclusion. A faculty welfare association provides assistance to both teaching and non-teaching personnel in the event of unforeseen emergencies. This institution's faculty and ministerial staff are lifelong members of the Little Flower Family. ROSA is the benchmark in the effective bonding and welfare measure that takes care of a faculty post retirement with equal concern. . Annual get together, tours and the banquets supported by active staff of the institution is integral to the façade of the Institution An annual colourful Staff Day, Guru Vandanam Day, Principal's Day and other significant days are celebrated with vigour to forge a healthy bond of team spirit. This year during Covid the Staff were provided with Masks and sanitisers. Nourishment was provided for those who had fallen seriously ill.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/091110f59d46345bd80d5ca3a87faac0.pdf
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

4

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
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

135

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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

A self-appraisal system functions in the College to help the faculty to have an introspective evaluation. The system works in four sections namely research activities, consultancy and extension, involvement in evaluation duty, teaching experience and qualification. An appraisal is formed through the feedback collected from the students in due confidentiality. Steps for improvement and rectification are conveyed with due discretion and decorum. The timely and efficient completion of academic and non-academic duties assigned, adoption and time bound submission of major and minor projects, attending orientation, refresher and other faculty development and quality enhancement programs are encouraged and they also play a major role in the appraisal system.

Feedback on the performance of each ministerial staff member is also collected and proper guidance is given in case of any drawbacks noted.

The IQAC articulates strengths and flaws of the system through its regular appraisal and supervision of all criterion based institutional activities. The Academic and Administrative Audits provide a platform for self- appraisal and opportunities to improve.

The teacher's handbook maintained by each faculty, The students diary maintained by the class monitors, Screening committee appraisal of faculty members at the time of promotion also act as appraisal systems.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/igac/feedbackanalysis
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 council mandated to monitor the source and utilization of financial resource constitutes the Governing Body, IQAC, Staff Council, Purchase Committee, the Finance and Accounts Department, which functions under the Junior Superintendent. The financial requirements of each section of the College are analyzed and prepared annually by each and every unit that includes various Departments, Clubs, units, cells and the library. This requirement form is then transferred to the Governing Body through the Principal and the Staff Council. The Governing Body in consultation with the various authorities allocates funds on its own accord and is distributed through the Bursar after due entry in the stock register and scrutinized by the Principal.

The Institution adheres to the AAA format for its audit. The Internal and External Academic and Administrative Audit are conducted as stipulated by the rules.

The AAA Audit in the College took place this year during a baton change of the Head of the Institution. The External Audit is done by Indian Audit and Accounts Department, Thiruvananthapuram and Deputy Director of Collegiate Education, Thrissur.

The management also conducts an annual internal audit. This audit cell consists of a Chartered Accountant deputed by the Manager.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/60a2e4eac295f38ee35cdaa56aa16322.pdf
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)

1478275

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 College is a Grant in Aid Minority Institution .Being a NAAC Accredited UGC aided Institution it receives its major financial assistance from the State Government. The Institution adheres to all state and national policies in relation to all financial resource mobilized. The College receives the CPE fund from the Ministry of Human Resources, New Delhi. The institution has been included in the latest NAAC -UGC Paramarsh initiative to coordinate accreditation activities in aspiring non accredited colleges and receives fund under that scheme. The UGC funded courses for skill and vocational knowledge through B Voc and Community College have been beneficial.

The internal audit mechanism for the maintenance and augmentation undertaken by the management ensures proper input of resources at apt points that is prioritized as per need for better utilization of the financial and physical funds garnered by the Institute for its crucial role it plays in social intervention in the society.

Any deficit in the fund available for the various College activities is supplemented by the Management as far as possible to mitigate the time delay for endorsing quality in the education imparted to the students.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/2d7ed06b67681f82899bb3f64ba4d6f0.pdf
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

FACULTY QUALITY SUSTENANCE PROGRAMME

IQAC has through the years established a forum for quality sustenance for the faculty through a three pronged strategy to be taken up at the Institutional, Departmental and Personal level. Institution assures all support both qualitative and monetary so that the faculty equip themselves through active participations at various forums that enhance the academic credentials through their presence at National and International venues. Personal achievements are recognized by the Institution during the merit day function. They are encouraged to create linkages with quality initiatives to improve the existing academic ambience.

RESEARCH INITIATIVES FOR THE INSTITUTION

The thrust of research to sharpen the delivery of teaching learning mechanism and the enrichment and satisfaction of individual was flagged by the IQAC and the promotion of faculty enrichment through doctoral and postdoctoral possibilities were discussed.

The Departments in the Institution are encouraged by the Principal and Management as envisioned by the IQAC to equip each member of the faculty to go in Research at the earliest to fill the void at the earliest to establish Centers of Research under

each Department. Inter -Departmental paper presentations 'Retrospections and Reflections' each month are a source of knowledge sharing welcoming discourse amalgamation.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/d1086c2925193b4d9dd0f31aa1652e09.pdf
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

Technology Flexible Teaching and Learning

The IQAC was in the forefront to take up the challenge to initiate the faculty and students to orient to new ways of teaching and learning through aids available as tech tools. Due to lockdown when online teaching was implemented the Institution through IQAC took care to equip the teachers and students' new mode of teaching learning. The institution launched its Moodle Platform and YouTube channel and used other resources to make the teaching - learning experience ubiquitous. Flipped classrooms, interactive teaching, e content creation and the like found a vogue this year.

Enhancement of Institutional Visibility

The IQAC took up the challenge of envisaging a global and national alliance benefitting the institute that is catering to multicultural student diversity with an excellent step through a conscious effort to cultivate an array of Memorandum Of Understandings with a number of institutes of strategic importance for strengthening the visibility level of the college at national and international levels. The Institution has down the memory lane standardized the quality of education to our wards to ensure a fitting absorption into the mainstream educational progression of the students.

File Description	Documents
Paste link for additional information	https://littleflowercollege.edu.in/upload/pdf_upload/e5b1f02d8cbdc2b4543f3a976507903f.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://littleflowercollege.edu.in/college/publications
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 institution's principle purpose since its beginning in 1955 in this semi-rural location has been to empower women, and it continues to do so, educating women to face the world as it develops.

The clarity in our vision and the intent of our mission is evident by the diligently executed activities implemented as per

a well-designed action plan. Events like webinars on mental and physical health, rights, entrepreneurial skills, personality development, competitions that would grow digital skills and general knowledge are incorporated to refine the abilities of the young women here transforming them into leaders in their own areas making them aware of their potentials and rights envisioning a better tomorrow of gender parity.

Safety and security are ensured by security at the gate and CCTV cameras at strategic points which is regularly monitored. Mental health of the students was given special attention during this year of online classes. Mentors diligently enquired and counselled the students in their care and supported them in the time of lockdown and quarantine on phone.

The institution has facilities for day care, fitness center, common rooms, etc., it also usually conducts certificate courses on Karate, Driving , Yoga etc.,

File Description	Documents
Annual gender sensitization action plan	https://littleflowercollege.edu.in/upload/pdf_upload/3aaca2a3dd7ec856dfa678e558d8f994.pdf
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://littleflowercollege.edu.in/upload/pdf_upload/5a2c99c1c783ee3276e08e5fedcea4fe.pdf

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

A. 4 or All 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 institution propagates and practices sustainable Eco Friendliness. Great care is taken to manage waste. Waste reduction is the first step. Measures like, usage of reusable banners for annual programmes, usage of non-plastic and non-disposables for gatherings, Swap shops to promote reuse of articles, etc., are implemented. Cloth masks were provided to reduce waste created by disposable masks.

For solid waste management the Institution has a well operational drainage system within the campus. The dry waste like paper is given to scrap dealers.

The liquid waste source is used for irrigating the coconut grove of more than 1200 trees.

Being an Arts and Science College, it avoids generating bio-medical waste.

E-waste within the College is managed in collaboration with Clean Kerala Company Limited (Govt.Undertaking). e- waste campaign was arranged. Students enthusiastically created awareness and collected e-waste from homes.

Waste recycling system

rain water is harvested and collected in a large pond ensuring replenished ground water table in and around the campus.

Aquaponic technique is effectively used

After segregation the biodegradable wet waste is used for biogas and vermin compost.

The minimal hazardous waste from the Science laboratories is safely disposed through deep pits with measures to prevent leaching in campus.

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

A. Any 4 or all 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

A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	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**

A. Any 4 or all 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).

Our College is a conglomeration of various diversities brought together for the noble purpose of seeking knowledge. It endeavors to string up the varieties caused by the differences in Culture, Region, Language, Community, Socioeconomic status, Physical and intellectual abilities and aptitude and accomplish the target rendering wholistic development.

The celebration of festivals and other occasions with due importance enable the students to mitigate the cultural and communal differences harmoniously. Students are free to practice their beliefs while still appreciating others around them.

Regional and linguistic inclusivity is maintained by the management by making provisions like hostel and canteen for students from any region to be able to avail the programmes here. Special online programmes like language day and reading day, conducted during lockdown enhanced the importance of linguistic and regional variety.

Provisions like devices to attend online class, scholarships and freeships are arranged to mitigate socioeconomic diversity. Personality development, career guidance and economy awareness programmes equip students rise up in the socio-economic scale.

Bridge courses, remedial teaching, personal counselling, are few of the programmes the institution has devised to include students with varying intellectual abilities. Ramps, special washrooms, scribes etc., are provisions made to include students facing physical challenges.

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

Social responsibility prompted the establishment of this institution in 1955 to empower women when a higher education

portal was in dire need. And since then, it has been its lasting endeavor to mold socially sensible and responsible young women for a better India. The institution has scheduled online talks and awareness programmes for staff as well as students. Ample awareness on issues like social justice, human rights, cyber safety, population, constitutional obligations, Environment protection and the like has been organized through webinars, symposium, and talks by reputed speakers.

Creative competitions like power point presentations, message making etc., was implemented to refurbish existing knowledge on various relevant issues.

Socially responsible activities like preparing audio study materials for visually impaired, video contest on eco friendly habits, tribute to freedom fighters, introducing places of national significance and the like was highly encouraged to nurture their sensibility as good citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://littleflowercollege.edu.in/upload/pdf_upload/ab1f69e1234aade6254db744c2073070.pdf
Any other relevant information	https://littleflowercollege.edu.in/upload/pdf_upload/b0051b6fcabc3ddfc4ff0b8fb3cb04b1b.pdf

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 activities of the institution is enriched by various National and international commemorative days and celebrations. As the institution has social sensibility and fraternity among its five chief values, utmost care is taken to instill these values in the students through the celebration of significant days, festivals, and commemorations. Consequently, such events are painstakingly included in the action plan and implemented in the most educative, creative and pragmatic way. The institution believes that the celebration of these significant days would enable the student to come closer to each other, have better understanding and acceptance for the 'other' and also learn from the memorable historic past.

During each of these celebrations, care is taken that students get the essence of the event. To ensure this a brief narration on the significance of the day is disseminated through the public announcement system during the morning assembly. The day is commemorated using any one or more of appropriate modes such as competitions, symposium, webinar, invited talks creation of awareness videos, displays, exhibitions, flash mobs, sharing, partying, etc., The pandemic situation opened new vistas for conducting such programmes online and the students had an added benefit of improving their proficiency in digital media.

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.

I) Name: Entrepreneurial and Social initiatives

Objectives:

To create a generation of socially sensitive and economically independent women who are capable of taking initiatives for positive change.

The Context:

The pandemic crisis needed the dissemination of digital skills, as well as health and hygiene knowledge, and prompt lockdown enlightening and entrepreneurial engagements. A time to catalyze social sensitivity in learners through community oriented actions.

The Practice:

Staff and students volunteered in hospitals as a dynamic response to the covid situation.

Supplied provisions to covid affected patients, as well as a community kitchen and participatory villages.

Entrepreneurial skills developed by means of learning to make hand sanitizers, and masks etc.,

The college is a mentor college and guides mentee colleges in quality enhancement.

Webinars to help improve online skills were conducted.

Awareness and motivational videos were created and circulated.

Evidence of Success:

The adopted villages were provided with sanitizers made by the students.

One of our Mentee colleges successfully completed accreditation with A+ grade under our guidance.

We have received sufficient number of views for our awareness programmes on you tube.

The timely social intervention by the staff and students of the institution during Covid times was appreciated by the hospitals and municipality.

Many students were successful in beginning their own startups.

Problems Encountered /Resource Required:

Due to the pandemic situations many programmes that could involve offline participation of people had to be done online.

II)Name: Franciscan Green Canopy- Green initiatives

Objectives:

To Nurture a culture of peace through active Sustainable Ecofriendly life style.

To form a generation that is nature conscious.

The Context:

The SDGs aim at a better world which can be accomplished only when learning enhances ethical choices towards nature and neighbour in day-to-day life.

The Practice:

The students actively participated in:

Plastic removal and cleaning drives

E waste collection Campaign

Planting of sapplings and seedlings

Creation of Eco awareness videos, competitions and Quiz

Reusing of waste material

Observing various nature conservation related days through competitions and webinars.

Engagements in programmes that explore bioregional nature specialties

Evidence of Success:

The students have received a conviction on eco friendly living. They cultivated their own kitchen Gardens and micro greens during the lock down period. The concept of reduce ,reuse and recycle is embedded in them.

Problems Encountered /Resource Required:

Due to the pandemic situations many programmes that could involve offline participation had to be done online.

File Description	Documents
Best practices in the Institutional website	https://littleflowercollege.edu.in/upload/pdf_upload/d29ec53e75e0ee2b8992a918b09101d4.pdf
Any other relevant information	https://littleflowercollege.edu.in/upload/pdf_upload/d29ec53e75e0ee2b8992a918b09101d4.pdf

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

The New age Mantra of skill orientation Madhyam- Kaushal Prajnaya has its marking specifically by the initiatives of the Department of Multimedia, assuring and promoting digitalized women empowerment as a unique and distinct signature trait of our Institution. The Institution foresaw great future in empowering women in the creative arena of multimedia and vocational courses cutting the barrier of gender for enterprising career with skill development exploring diverse fields advancing career options with basic degrees. The department provides Post graduate and Under Graduate programmes. It also houses a hi-tech furnished Media Centre and recording suite for futuristic student community. The students are given exposure in this area by frequent workshops, webinars and creative competitions. Their excellence is extended through community-oriented, entertaining productions. The faculty and the students of the Multimedia have garnered national and state recognitions for their exemplary Media enterprises as Photo designer, Video editors and Channel Creators. The Department secures notable course results and placements. The career opportunities in National and State Channels as freelance workers justify the objective of the institution in empowering women in new age media.

The College provides academic women dropouts through a Community college. It equips them in their aspiration to gain economic empowerment.

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

Future plans:

Conversion to renewable and sustainable energy sources.

Autonomous college status

Augment online content creation.

Add PG and research departments

Rise the number of research publications

NAAC