



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		LITTLE FLOWER COLLEGE
Name of the head of the Institution		Sr. Philomena C F
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0487-2556957
Mobile no.		9074107462
Registered Email		lfcollegegvr@gmail.com
Alternate Email		lfcg@uoc.ac.in
Address		Puthenpally P.O
City/Town		Guruvayoor Thrissur
State/UT		Kerala
Pincode		680103
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	HITHA PAULSON
Phone no/Alternate Phone no.	04872556957
Mobile no.	9562287652
Registered Email	lfcollegegvr@gmail.com
Alternate Email	hitha.paulson@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://littleflowercollege.edu.in/iqac/aqar">https://littleflowercollege.edu.in/iqac/aqar</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://littleflowercollege.edu.in/iqac/iqac-academic-calendar">https://littleflowercollege.edu.in/iqac/iqac-academic-calendar</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	Three Star	70	2001	22-Mar-2001	21-Mar-2006
2	A	3.52	2015	03-Mar-2015	02-Mar-2020

<b>6. Date of Establishment of IQAC</b>	07-Jun-2001
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Green, Energy and Environmental Audit of	30-Jun-2019 1	1800

last academic year		
NAAC Sponsored Seminar on Academic Facilitator and Learner Participation for Quality Assurance in Higher Education	16-Oct-2019 1	200
National seminar on Replenishing Higher Education: Emerging Challenges and Prospects in NAAC	25-Jul-2019 1	100
Workshop on Learning Management System	08-Aug-2019 1	75
Mega Expo - Department wise Exhibition showcasing years achievements	31-Aug-2019 1	1800
Support to Nilamboor Flood affected area	16-Aug-2019 1	100
Orientation to staff on New UG Regulations	30-Oct-2019 1	75
Webinar on Classrooms to Online Platforms Dealing with transitions in teaching learning methods	23-May-2020 1	500
Mega Job Fair	15-Jan-2020 1	500
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Community College	UGC	2019 0	1886000
Institution	PARAMARSH	UGC	2019 0	1500000
Institution	BVOC Salary for faculty	UGC	2019 0	1391364
Institution	ASAP, WWS, Women cell, NCC,	Government	2019 0	213180
Institution	Salary	Government	2019 0	51903151
Institution	CPE	UGC	2019 0	1819725
Institution	Scholarship	Government	2019 0	4885744
Institution	FIP Salary	UGC	2019	1468217

			0	
Institution	NAAC Sponsored Seminar	NAAC	2019 0	75000
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	9
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	Yes
If yes, mention the amount	75000
Year	2019

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
Mentorship Under UGC PARAMARSH Scheme Conducted Green Audit, Energy Audit and Environment audit of the year 2018 19 during June 2019. Implementation of MOODLE LMS and upbringing Digital Teaching Learning Culture. Started Official Youtube Channel for the college to meet the digital transformations in the education field. Complete Automation of Feedback Process.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Implementation of Social Culture among the staff and students	Actively participated in Flood Relief Activities during the month of August. Active participation of students in Covid Relief Activities, Active participation in NSS,NCC,Swach Bharath and SportsActivities
Effective Implementation of new	Conducted orientation sessions to

regulations of University	students and teachers. Appointed Dr Lali Kotturaan as the Regulation implementation in charge. Conducted all programmes as notified by university
Appointment of more permanent Faculties	Ten new permanent faculty members were appointed by December.
Collaborations with UGC for Seminar	Conducted a NAAC Sponsored seminar during October
Implementation of Learning Management System	Implemented MOODLE Software by the end of March
Automation of Feedback System	Completely automated the feedback Process
Participation in new Higher Education Initiatives	Selected as Mentor Institute in UGC PARAMARSH Scheme, Member College in Unnath Bharath Abiyan Scheme
No Files Uploaded !!!	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Staff Council	20-Jan-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
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Date of Visit	16-Oct-2019
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	20-Feb-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	We have implemented the Management information system in March 2019. Attendance, Feed back , Student management and Faculty management are the modules currently operational.
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## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Curriculum is the core of the educational activity which augments the requirements of the College and its stakeholders. The implementation of the curricular practices pivots on the need based strategies of the global society. The Yearly Academic Calendar reflects the plan of action based on the University norms. The IQAC in tandem with the Staff Council and Education Council prepares the annual schedule of work allotment with various curricular and co-curricular activities to be implemented. Each faculty member maintains a Teacher's Diary with Year/Month plan schedule as well as daily recorded activities, to keep the target in view. The Principal reviews the teacher's diary at the end of every term in order to consolidate the progress. The curricular activities are promoted and supported by ICT enabled techniques in order to facilitate more thrust to quality sustenance. The IQAC and Staff Council coordinates all the curricular and co-curricular activities including Associations, Clubs and Units. The University Academic Calendar frameworks the Time Table of activities within the College. The University stipulated working days is strictly adhered to while lost working days compensated on Saturdays. The UGC-HRDC Calendar for the year helps the faculty to plan ahead to suit individual needs ensuring correct rollout of the College Academic Calendar. The Academic Council, Board of Studies, Viva Voce, Practical Boards and Evaluation Camps provide an opportunity for the faculty to interact with members of other institutions sharing innovative curriculum delivery. The Management and the Institution provides orientation and motivation Programmes for the faculty every year. The Institution provides adequate infrastructural facilities for better synchronization of teaching and student retention process. The management ensures the participation of faculty members Curricular enrichment programs both within the college and in other institutions for seamless Curriculum delivery. The University of Calicut, to which the College is affiliated, remodels the syllabus regularly as per global standards. Therefore the curriculum is streamlined and transactions are enacted in a systematic way. The regular annual feedback makes the delivery of the curriculum more effective. The process of assessment is highlighted for accuracy and transparency. The preliminary curriculum transaction point is the annual academic plan. A strategically prepared Time Table of each Department and Faculty ensures efficiency. A faculty in charge, assigned work schedule for all curricular and co-curricular activities to chalk out an easy delivery and execution. Regular departmental staff meetings before semesters discuss the syllabus to be covered, making it student transparent. The management ensures uninterrupted Curriculum implementation through its excellent infrastructural support and timely filling of staff vacancies. Consistent interaction with stakeholders like parents, alumnae, social welfare institutions, industries and experts of various fields help in a flawless implementation and proficient establishment of the curriculum as specified by the statutory agency/university

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
-	Diploma course in Medical Lab Chemistry	25/07/2019	20	employability	Analysis skill in laboratory
Health Care Management	-	05/08/2019	30	entrepreneurship	to understand about

					diferent diseases and causes to learn about first aids
An Introductory Course on Biodiversity	-	15/07/2019	30	employability	to identify local fauna taxonomical position of fauna
Certificate Course- Foundation Course on Reasoning Numerical Skills	-	23/09/2019	30	employability	Reasoning Numerical Skills
Certificate course on Fundamentals of Computer and Information Technology	-	27/06/2019	30	employability	IT
Certificate Course on Fashion Designing	-	27/06/2019	30	employability	soft skill
Certificate Course on Skill oriented Stitching	-	27/06/2019	30	employability	soft skill
NANOSCIENCE AND TECHNOLOGY	--	21/08/2019	30	Employability	Technical Skill
OPEN OFFICE TOOLS - 17/10/2019 30 hrs Basic knowledge about Computers and Internet Effective use of computer and Internet	-	17/10/2019	30	Employability	Effective use of computer and Internet

Quantitative Aptitude with Vedic Mathematics	-	01/08/2019	30	Employability	Analytical skill
Add on Course Translation: Theory and Practice	-	03/09/2019	30	Employability	Tranlation Skill
DTP Malayalam	-	04/07/2019	30	Employability	DTP Skill
Teracotta Jewellery Making	-	22/08/2019	30	enterpreneurship	Fashion Designing Skill and Ornaments Handicraft Skill
English Acquisition Programme	-	18/07/2019	30	Employability and entrpreneurship	Language and soft skills

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Malayalam Language and Literature	25/06/2019
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	571	42

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education Programme	07/08/2019	1908
Foundation Course on Human Rights	27/06/2019	64
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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No Data Entered/Not Applicable !!!

[View File](#)

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

### Feedback Obtained

The college follows an effective feedback mechanism by collecting feedback from various stakeholders like students, parents, teachers, alumni, wellwishers and employers. The complete process of Feedback System got automated in 2019-20. Students recorded their feedback about each concerned teacher through the MIS software implemented in the campus. They also participated in the student satisfaction survey conducted through the MIS system. Individual Faculty evaluation reports were generated from the software and after the analysis Principal distributed the signed individual copy to the teachers. Principal gave suggestions to faculties during their personal meet. Teachers feedback were collected through a Google Form. The IQAC team consolidated and prepared an analysis report of the same and submitted to the principal. A meeting was also held for the feedback analysis. A separate module is created in the college website for the parents, alumni, wellwishers and employers to record their feedback about the college. Towards the end of an academic year IQAC collected Feedback report from the website admin and prepared an analysis report of the same. Apart from this the college monitoring committee evaluate the teachers annually .After the through analysis , Principal, Management and IQAC had taken effective corrective measures and an action taken report was prepared.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1620	288	64	15	23

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
102	102	3	73	8	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentors are trusted counsellors or guides who can be helpful in so many ways. Student mentoring is an integral part of a college. For the effective implementation of this programme, the teachers are assigned with students from their departments at an average ratio of 1:19. The mentors meet their mentees regularly during activity hours and form a bond between the students. They perform academic evaluation of the students and guide them accordingly. Needy students are directed to the college counselling cell. Teachers meet the student's parents once in a year. Weak students are identified and are directed to the remedial coaching session/student support programme in the college. Along with department mentoring sessions, students with good academic skills are guided through the Walk With a Scholar programme of the state government. Students are getting professional internal and external mentoring sessions through this programme.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1908	102	1:19

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
102	102	Nil	64	23

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation has a major role in semester based education. Students performance in choice based credit system is evaluated on various parameter. Class tests are conducted regularly by the teachers . Internal and Model exams are conducted for each class. Dates for the same are informed through the academic calendar prepared at the beginning of the year. Retests are conducted for those students who are unable to attend the exams due to valid reasons like sickness, NCC, NSS, sports and other activities. Assignments on each paper are given to students and encourage them for online submission. Seminars on various topics are also evaluated on CIE. Project presentations, viva voce and quiz are also the part of continuous evaluation. Attendance is given due weightage in internal evaluation as per university rules. Lab papers are evaluated based on rough records , student involvement etc..

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Based on the Action plan received from the departments and in reference to the University academic calendar, the college prepares the yearly Academic Calendar. It conveys the date of commencement of semesters, model exam dates, internal mark publishing dates and semester end dates. Staff council follows up the schedules and make necessary changes if needed.

**2.6 – Student Performance and Learning Outcomes**

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://littleflowercollege.edu.in/programmes/prg>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

**2.7 – Student Satisfaction Survey**

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://littleflowercollege.edu.in/igac/sss>

**CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 – Resource Mobilization for Research**

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
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**3.2 – Innovation Ecosystem**

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
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A Seminar on Wetlands and Biodiversity was conducted by Swapana Johny in connection with World Wetland Day 2020	Zoology	14/02/2020
Methods of Economic Analysis	Economics	29/07/2019
Economic Travelogue	Economics	29/07/2019
Budget talk	Economics	19/02/2020
Research Talent- Quiz on Research Methodology	Economics	22/05/2020
International Webinar on Impact of Covid 19 on Return Migration Foreign Remittance in india With Special reference to Kerala Economy	Economics	20/05/2020
SEMINAR ON LOCAL HISTORY OF PARAMBATHUKAVU BY Dr. SIVADASAN.P	History	06/08/2019
SEMINAR ON TOUR OPERATIONS BY Mr.NISAR, Proprietor, World Air Travels	History	03/09/2019
SEMINAR HAPPY LEARNING BY NAVAS.J.KOORIAD	History,BVoc Tourisam Hospitality Management	03/09/2019
FACULTY ENRICHMENT PROGRAMME NATIONAL SEMINAR ON EMPOWERING WOMEN THROUGH GENDER SENSITIZATION:PROSPECTS AND CHALLENGES	History	01/10/2019
NATIONAL SEMINAR ON DIMENSIONS OF GENDER EQUALITY IN CONTEMPORARY SOCIETY	History	15/10/2019
ANNIE MASCRENE: A FREEDOM FIGHTER ERASED FROM HISTORY	History	06/11/2019
A two day interanational cinematograpy workshop	Multimedia	21/08/2019
One day script writing class	Multimedia	20/11/2019
THREE DAY TRAINING WORKSHOP ON GREEN AUDITING 5,6,7 February 2020 COLLABORATION WITH NATURES GREEN GUARDIANS FOUNDATION	PARAMARSH	07/02/2020
One Day Workshop on Empowering ICT Enabled	PARAMARSH	25/02/2020

Teaching - Learning : Bridging the Digital Divide		
ONE DAY NATIONAL SEMINAR ON PURSUING EXCELLENCE IN HIGHER EDUCATION THROUGH ACCREDITATION AND TECHNOLOGY	PARAMARSH	07/03/2020
A one day creative media study class	Multimedia	23/12/2019
Visual effects workshop	Multimedia	23/12/2019
A oneday regional workshop on Aestheticof screen -Script writing	Multimedia	05/03/2020
seminar on "A gateway to Quantum Mechanics"	Physics	10/10/2019
An introduction to ozone science	Physics	19/09/2019
Workshop on" LED BULB making"	Physics	30/09/2019
Seminar on Skills for Computer professionals	Computer Science	31/08/2019
Orientation on Software projects	Computer Science	27/06/2019
International seminar on "Advanced mathematics and Statistics" .	Mathematics and Statistics	09/08/2019
Talk on " Cryptography and its applications"	Mathematics	01/08/2019
One day Seminar in the Topic Malayala Vyakaranavum Bhashayum in connection with Reading Week Celebration	Malayalam	18/06/2019
Book Exhibition in connection with Reading Week Celebration	Malayalam	25/06/2019
One day Seminar in connection with the Memorial day of Famous Malayalam Writer Kesavadevu	Malayalam	02/07/2019
One day Seminar in the Topic Bashirine Namukku Vayikkam in connection with the Memorial day of Vykkam Muhammed Bashir	Malayalam	05/07/2019
Karkidaka Mahathmyam Food Fest Exhibition of Medicinal Plants	Malayalam	22/07/2019

Environment day celebration	Malayalam	06/09/2019
Work Shop Naipuni 2019 implemented by the Penma Club, for giving practise to make home-made sanitary items	Malayalam	01/10/2019
Inauguration of Arnospathiri Study Chair in Department of Malayalam Little Flower College Guruvayoor	Malayalam	06/11/2019
A National Workshop for Faculty Enrichment on the Topic ICT Enabled Pedagogy	Malayalam	19/11/2019
Swachatha Pakwada Talk Shaw(Paper Presentations)	Malayalam	23/01/2020
Workshop on Green Girl Eco Friendly Sanitary Napkin	English and Functional English	26/09/2019
The Nonsense Spectrum: Light, Dark and Grey of Humour Creation (International Seminar)	English	20/08/2019
Research and Methodology of Writing- Lecture Series Inauguration	English	10/07/2019
Polymorphism in Drugs	Chemistry	06/11/2019
Workshop on maintainance of Lab Burners	Chemistry	30/09/2019
Workshop on Umbrella making and paper covers	Chemistry	20/09/2019
ZOEA Inauguration seminar on "Biodiversity of India" by Dr. P.M. Sureshan, Scientist and Officer in Charge, Zoological Survey of India, Calicut	Zoology	11/12/2019
Awareness Class on "Indigenous Restoration of Biodiversity" was conducted by Mr. James N J Executive Director, GREEN HABITAT, Guruvayoor	Zoology	11/12/2019
Seminar on scope and importance of pharmaceutical industry	BVoc Pharmaceutical Chemistry	04/12/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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Runner up Miss Kerala Special	Anakha Shanmuqan	JCI Thrissur	15/10/2019	Special Children
IAB Blind Empowerment Champions 2020 Gold zone Award	Little Flower College	Indian Association for the Blind	31/05/2020	Empowerment of Persons with visual challenges
Best Paper Award for An Assesment on the Impact of Flood on Rubber Plantation in Thrissur District with Special Reference to Arattupuzha Village presented at ICSSR Impress Sponsored International Seminar	J.Bincy	St Marys College,Sulthan Bathery	04/09/2019	Economics
Best Economist Award in the three day South Indian Fest, KEIZAI ,MES College,Ponnani	Roslin Paul T.	MES College Ponnani	15/02/2020	Economics
Best Paper Award in the three day South Indian Fest, KEIZAI ,MES College,Ponnani	Roslin Paul T.	MES College Ponnani	15/02/2020	Economics
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Little Flower Incubation center	Chem Foster Incubation Centre	Department of Chemistry	-	-	17/06/2019
Little Flower Incubation center	Economica Incubation Centre	Department of Economics	She Craft Box	Financial Independence oriented Women Empwering	21/10/2019
Little Flower Incubation	WIDENING THE HORIZON	World Air Holidays	Designing Brochure	Entreprene urship skill	03/06/2019

center					
Little Flower Incubation center	SKILL SET	World Air Holidays	Dream catcher making, Paper Pen and PaperCraft	Entrepreneurship skill	03/06/2019
Little Flower Incubation center	PENMA ZII (Zero Investment Industry)	Implemented by the Penma Club Department of malayalam	Naipuni 20 19 (Soap, Hand Wash, Face Wash and Detergents)	Women Empowerment (for giving practise to make home-made sanitary items)	01/10/2019
Little Flower Incubation center	Green Girl Sanitary Napkin Making Workshop	Department of English and KSWDC	-	-	26/09/2019
Little Flower Incubation center	LF Media Center	Department of Multimedia World Air Tourism	Advertisement Promo Logo Designing	women Empowerment through Media	08/06/2019
Little Flower Incubation center	LED Bulb Making Unit	Department of Physics	-	LED Bulb Making	07/06/2019
Little Flower Incubation center	Prakrithi Organic Manurers	Department of Botany and Community College	-	-	03/06/2019
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	0	2

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year



Department	Number of Publication
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Transport of Organic Solvents Through Ionic liquid Modified Natural Rubber/MWCNT Composites	Jessy Anto Therattil	International Journal of Scientific and Technology Research	2020	0	NSS Hindhu College Changanassery	Nil
Magnetically recoverable Ir/IrO <sub>2</sub> @Fe <sub>3</sub> O <sub>4</sub> core SiO <sub>2</sub> shell catalyst for the reduction of organic pollutants in water.	Devika Ashok	Chemical physics letters	2020	0	National Institute of Technology Calicut	Nil
A Novel Synthetic Route For Cerium Nickel Mixed Oxide (CeNi <sub>0.5</sub> O <sub>y</sub> ) Nanoparticles And Study Of Its Hydrogen Storage Property	Moly P P	International Journal of Scientific and Technology Research	2020	1	Christ College, Irinjalakuda	1
Diversity analysis of endophytic bacterial microflora	Sithara K. Urumbil	Journal of Pure and Applied Microbiology	2020	0	Little Flower College Guruvayoor	Nil

in emilia sonchifolia (Linn.) DC on illumina mi seq platforms						
Isolation, identification and characterization of endophytic bacteria in Biophytum sensitivum (L.) Dc	Sithara K. Urumbil	Journal of Pure and Applied Microbiology	2020	0	Little Flower College Guruvayoor	Nil
Analysis of Spatial Domain Image Steganography Based on Pixel-Value Differencing Method	NISHA C D	Advances in Intelligent Systems and Computing	2019	1	Kannur University	1
Antimicrobial and antioxidant potential of endophytic bacteria isolated from Emilia sonchifolia (Linn.)DC	Sithara K. Urumbil	Bioscience Biotechnology Research Communications	2020	0	Little Flower College Guruvayoor	Nil
Segmentation of Blood cell Images Using Hybrid K-Means with Cluster Center Estimation Technique	Mariena A.A.	International Journal of Recent Technology and engineering(IJRT E)	2019	1	Bishop Heber College, Tiruchirappalli	1
Optimal Cellular Automata Technique	Mariena A.A.	International Journal of Innovative	2020	1	Bishop Heber College, Tiruchirapp	1

for Image Segmentation	Technology and Exploring Engineering (IJITEE)		alli
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	49	78	20	90
Presented papers	23	5	Nil	Nil
Resource persons	Nil	1	2	6
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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Empowerment of the persons with visual challenges	IAB Blind Empowerment Champions 2020 Gold Zone	Indian Association for the Blind	20
Sr. Teresa J Heloise Coordinated the Run Guruvayoor Run Phase 2 awareness programme conducted in connection with World Diabetes Day on 14th November 2019	Appreciation Certificate	Healthcare and Social Welfare Association Guruvayur	200

Helping Data Entry Process in Chavakkad Block Panchayath during ISO certification in October 2019	Appreciation Certificate	Chavakkad Block Panchayath	98
NSS Unit Coordinated Swachatha Fortnight Programmes initiated by Nehru Yuva Kendra Sangathan organised in connection with Swach Bharath Activities	Appreciation Certificate	Nehru Yuva Kendra	200
Distribution of own made Sanitizer during Covid Period	Appreciation letter	Thrissur collectorate	Nill
Distribution of own made Sanitizer during Covid Period	Appreciation letter	Chowannur Grama Panchayath	Nill
Distribution of own made Sanitizer during Covid Period	Appreciation letter	Kadapuram Grama Panchayath	Nill
Distribution of own made Sanitizer during Covid Period	Appreciation letter	Community Health Center Vadakkekad	Nill
Distribution of own made Sanitizer during Covid Period	Appreciation letter	Federal Bank , Chowwalurpady0	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
ESTABLISHMENT OF THE CHAIR OF ANNIE MASCRENE IN COLLABORATION WITH THE KERALA HISTORICAL RESEARCH SOCIETY	TEACHERS AND STUDENTS OF THE DEPARTMENT	DEPARTMENT OF HISTORY	1825
Research	Teachers and	Department of	365

Department of Malayalam established Arnospaathiri Chair in Collaboration with Arnospaathiri Academy Velur	Students of Malayalam Department	Malayalam	
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
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No Data Entered/Not Applicable !!!

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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No Data Entered/Not Applicable !!!

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50	49

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing

No file uploaded.

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	17.11.10.000	2018

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	60780	1496981	166	121422	60946	1618403
Reference Books	5654	607180	Nil	Nil	5654	607180
Journals	71	120905	50	144890	121	265795
e-Journals	6000	Nil	293	Nil	6293	Nil
CD & Video	1533	Nil	Nil	Nil	1533	Nil
Library Automation	1	500000	Nil	Nil	1	500000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	252	173	0	16	0	15	35	30	13
Added	9	5	0	0	0	1	3	0	0
Total	261	178	0	16	0	16	38	30	13

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

61.25 MBPS/ GBPS
------------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Multimedia Studio	<a href="https://littleflowercollege.edu.in/departments/multimedia">https://littleflowercollege.edu.in/departments/multimedia</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
22	2335387	35	3722546

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The efficient and systematic utilisation of physical, academic and support facilities are ensured by the college management. College maintains a master stock register and departments maintains a department stock register. The distribution of laboratory, library, sports, electronics and physical equipments are verified annually. Sports facilities are open to all staff and students. Library works as per the govt guidelines and Library committee ensures its smooth working. Staffs are assigned to each class room for maintenance. The availability of technical staff ensures proper maintenance and utilisation of IT equipments.

<http://www.littleflowercollege.edu.in>

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional freeship	41	579500
Financial Support from Other Sources			
a) National	Various State, Central Government, Non-Governmental, University Sports Incentive Scholarship	734	5384230
b) International	-	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed
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		competitive examination	career counseling activities	the comp. exam	
<b>No Data Entered/Not Applicable !!!</b>					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
11	11	14

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
Any Other	65
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						



5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College Union is the main student administrative body in the college with elected student representatives led by the student Chairperson. The union includes 2 university union councillors, which ensures the students representation in university administrative body. Other than the 9 executive members in union there will be batch representatives. The college union have a staff advisor to guide them in their ventures. Almost all the major activities in a college like arts day, sports day, college day, preparations to Dzone and Interzone competitions of university are organised by college union. This year college union played a major role in the flood relief programmes initiated by the college after the major flood attack in Kerala. Other than college union, every department is having an association with an elected association secretary. Departmental activities are organised by the corresponding associations. Various clubs , cells , NCC, NSS and IQAC have students representatives at the executive team.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

5600

5.4.3 – Alumni contribution during the year (in Rupees) :

431070

5.4.4 – Meetings/activities organized by Alumni Association :

The annual public meet of the alumni association was held on 29th February 2020. Students from various departments participated in the meeting. Alumni contributed generously to the various needs of the college. Departments conducted departmental alumni meet. Various Experience sharing sessions and Lecture series were also initiated by them.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution has an effective leadership at the core vested with the Principal who is the visible leader to implement the vision of the management equipped with experience in the field of education for more than 8 decades. The commitment to the society embarked them to establish inclusive education especially for women that laid the foundation of this Institution. 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 the required autonomy on all Units in the organizational structure so as to instill responsibility and accountability and allow the freedom to execute duties effectively. The strategic plans for an academic year are planned out by the IQAC in consultation with the Principal and the Vice 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. Each

Department is invested with administrative autonomy as is required for effective functioning and as may be available in an affiliated Institution. The Heads of Departments are responsible for task allocation, monitoring and evaluation. They are in coordination with the Principal and constitute the major part of the College Council. The College recognizes the primacy of participative management in effective and smooth functioning . The Governing Body constitutes the Manager, who vests the authority in the Principal. The Principal forms the Administrative Centre of the College to whom the core council of IQAC and Education Council furnishes internal information. 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 of the College. Each of them is managed by nominated committee members comprising a coordinator, joint co ordinator and other members who oversee the activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students are conducted as per the norms of the university. The centralized allotment procedure followed in the university ensures timely completion of admission procedure.
Industry Interaction / Collaboration	College maintains an effective collaboration with various industries and organizations. This year college signed new MOUs with various industries for the effective implementation of community college curriculum. New startups and incubations were also started in collaboration with industry partners.
Human Resource Management	The transparent procedure adopted in the human resource recruitment for the college is a commendable one. The faculty and non teaching personals are recruited through invited applications and through interviews. Various welfare schemes are also implemented for the betterment of the staff. Student admission procedures are conducted as per University norms and various welfare, personality development , career enhancement programmes are organized for the students
Library, ICT and Physical Infrastructure / Instrumentation	College library comprises of a collection of more than 60000 books supported with NLIST.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. Free internet and computer access is available to the staff and students at the Internet cafe. Besides the Departments and Internet Cafe, there are other spaces for browsing such as library, office etc. there are 5 high speed internet connections, (1 of 200 Mbps, 1 of 100 Mbps and 3 of 10Mbps). The College has an 5 NME connection of 10 Mbps. The College has licensed software including Microsoft Server 2016 - 1 nos, Microsoft Office - 100 nos, Microsoft Windows 7 or above - 161 nos, Antivirus for all systems, KOHA, TOTAL Campus Solution software facilitates admission, attendance entry, Message Software to update parents regarding student affairs progression and to disseminate notifications for staff, and 2 E-Notice Boards. The campus is 50 Wi-Fi enabled. Majority of the classrooms are ICT enabled classrooms.

Research and Development

Teachers are supported with FIP programmes and funds are provided by the institution for research seminar participations and presentations. Interdisciplinary paper presentation sessions by teachers inculcated new research ideas among teachers. The college research publication Erudition is a compilation of research papers by our faculty.

Examination and Evaluation

Examinations are conducted as per university rules and regulations. Continuous evaluation techniques based on assignments, seminars, quiz, internal test etc... implemented effectively.

Teaching and Learning

Teachers and students are introduced to the new possibilities in online education system. A webinar on online teaching tools was conducted to give insight about the possibilities in online education. Teachers enrolled and completed online refresher courses under ARPITH scheme. Students started enrolling for online courses and some of them attained certificates. The Schemes like remedial system, Bridge courses, WWS and SSP ensures quality learning outcome.

Curriculum Development

Faculties participate actively in

giving suggestions to the various academic bodies of the university. Bridge courses are offered to the first year students to fill the gap between their plus two education and graduation. Self designed add on courses are offered by each of the department to equip students with more subject skills.

### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	All the planning and development activities are computerized. Almost all the official communications are done electronically and various circulars , reports, applications are submitted online.
Administration	Administrative procedures are partially computerized. Electronic mode of communication and report generation ensures better decision making and review.
Finance and Accounts	Finance and Accounts section is partially computerised.The payments are done electronically and the accounts are prepared through Tally.
Student Admission and Support	Student admission procedure is completely automated by the university. Student admission is carried out through the centralized allotment procedure of the university. the student support activities like scholarship , feedback, examination etc are also automated.
Examination	University is the authority of conduct of exams. the application procedure, hall ticket generation and result publication are done online.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional	Title of the administrative	From date	To Date	Number of participants	Number of participants
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	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
2019	One Day Orientation Programme by the Management for the teaching and Non teaching staff of the college	One Day Orientation Programme by the Management for the teaching and Non teaching staff of the college	13/07/2019	13/07/2019	98	35
2019	FACULTY ENRICHMENT PROGRAMME NATIONAL SEMINAR ON EMPOWERING WOMEN THROUGH GENDER SENSITIZATION	-	01/10/2019	01/10/2019	78	Nil
2019	A National Workshop for Faculty Enrichment on the Topic ICT Enabled Pedagogy	-	19/11/2019	19/11/2019	75	Nil
2019	-	One Day administrative training programme on Kerala Service Rules by Mr. K T Vijayan, Retd Senior Superintendent, PWD , Guruvayoor	19/08/2019	19/08/2019	Nil	35
2019	-	One Day administrative	05/12/2019	05/12/2019	Nil	35

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T Vijayan,  
Retd  
Senior Sup  
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Guruvayoor

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
36	64	23	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
2	2	9

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal and external auditing are done regularly. A practicing Chartered Accountant audits the college accounts yearly. As per government statutes a complete audit by the Deputy Directorate of Collegiate Education is done at the year of Principal retirement, for the period of administration by that Principal. An accounts General audit by the government is done in every ten years for the entire period. The last AG audit was conducted on 2016 17.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Alumni, Management, Staff, well-wishers, retired staff	3254428	Institution Development
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

3254428

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr Selvam, Peer Team Member , NAAC	Yes	IQAC,NAAC Committee
Administrative	Yes	Deputy Directorate of Collegiate Education	Yes	Paulson and Rojan Chartered Accountants, Stock Verificaton Comiittee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Little Flower College is supported with an active PTA in all its ventures. The general body meeting was held on October 2019. other than general body meeting a class wise PTA meeting is arranged after the model exams of each class to analyze the growth of the students. This year PTA contributed five cameras to the Exam Hall and made camera provisions in 39 other class rooms for future implementation. PTA conducts Merit day every year to felicitate the rank holders and the meritorious staff and students. Various endowments in the name of retiring principals are also implemented by PTA.

6.5.3 – Development programmes for support staff (at least three)

General Orientation class by College Management on July 13th 2019

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Implementation of Learning Management System, MOODLE Implementation of wide range of self designed certificate courses New and modern infrastructural facilities to meet the needs of the students. Started Official College Youtube Channel during May 2020 to meet digital transformations in modern education scenario

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Consultancy Under UGC PARAMARSH Scheme	11/09/2019	11/09/2019	11/09/2020	5
2019	Implementa tion of Learning Management System	01/05/2020	01/05/2020	01/05/2020	2000

MOODLE					
2020	Mega Job Fair	15/01/2020	15/01/2020	15/01/2020	500
2020	Webinar on Classrooms to Online Platforms Dealing with transitions in teaching learning methods	23/05/2020	23/05/2020	23/05/2020	500
2019	Orientation to staff on New UG Regulations	30/10/2019	30/10/2019	30/10/2019	75
2019	Support to Nilamboor Flood affected area	19/09/2019	19/09/2019	19/09/2019	100
2019	Mega Expo - Department wise Exhibition showcasing years achievements	31/08/2019	31/08/2019	31/08/2019	1800
2019	Workshop on Learning Management System	08/08/2019	08/08/2019	08/08/2019	75
2019	NAAC Sponsored Seminar	16/10/2019	16/10/2019	16/10/2019	200
2019	Green Audit , Energy and environment Audit of the year 2018-19	30/06/2019	30/06/2019	30/06/2019	25
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Femina Quiz	08/03/2020	08/03/2020	10	Nil



on Womens Day ,March 8,2020				
She Craft Box	10/09/2019	29/02/2020	5	Nil
Interdepartmental PowerPoint Presentation Competition for the students on the topic Investment on Girl Child Education & Challenges	11/07/2019	11/07/2019	20	Nil
NATIONAL SEMINAR ON 'EMPOWERING WOMEN THROUGH GENDER SENSITIZATION	01/10/2019	01/10/2019	72	6
NATIONAL SEMINAR ON DIMENSIONS OF GENDER EQUALITY IN CONTEMPORARY SOCIETY	15/10/2019	15/10/2019	190	5
ESSAY WRITING COMPETITION ON WOMEN EMPOWERMENT AND COMMUNITY DEVELOPMENT	04/03/2020	04/03/2020	17	Nil
DEBATE ON GENDER EQUALITY AND WOMEN'S EMPOWERMENT	04/03/2020	04/03/2020	65	Nil
DISCUSSION ON ISSUES OF WOMEN EMPOWERMENT IN INDIA	04/03/2020	04/03/2020	61	Nil
DISCUSSION ON WOMENS SAFETY IN THE WORKPLACE	05/03/2020	05/03/2020	60	Nil
Talk on Gender Sensitisation by Roy V S organised by WWS	21/12/2019	21/12/2019	17	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

35 percentage of the energy requirement of the college is met by solar energy.

College is in its way of switching over completely to LED lights and department of physics owns an incubation centre to give training in LED bulb making The bio gas plant implemented in the hostel meets the energy needs of the hostel. Student participated in the collections for the biodiversity study along with the Project report on "Preliminary studies on biodiversity of Canoli Canal, Chavakkad, submitted to State Wetland Authority Kerala by GREEN HABITAT, Guruvayoor 2019. Various talks and orientation programmes were conducted to promote the culture of organic farming and competitions were conducted to boost up this spirit.

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	11
Provision for lift	Yes	11
Ramp/Rails	Yes	11
Rest Rooms	Yes	11
Scribes for examination	Yes	10
Special skill development for differently abled students	Yes	20

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Hand Book and Calender	09/07/2019	College hand book is a guide to various stakeholders like students, teachers, parents, employers, public and alumni to know in deep about our value based training, Code of Conduct and facilities offered by our institution. Its displayed in the college website.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Ecofriendly sanitary napkin production by Green Girl startup from Little Flower Incubation center Plastic free campus Rain Water Harvesting Use of renewable energy resources Segregation of waste at the source Organic Campus Farming- Karanell Krishi by History Students Vermi Composting. Incubation centers to give training in paper pens, paper bags. Solid waste management unit Chemical waste management unit EToilets Enotice board Green House and Pteridophytic Park E-Waste collection Campaign

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

The Franciscan Clarist Congregation backed management embodies eco sensibility in its core values. The institution imparts eco sensibility as a part of their curriculum in addition they are provided with insights through experiential learning initiatives The Institution promotes its Institutional values in responsible citizenry through Eco sensible social consciousness inculcated through hands on practices. The Institution focuses on two best practices that benefits the society and aligns with its proclaimed mission and vision that is institutionalized through practices and initiatives that are carried forward by the members of the college. They are:

- Franciscan Green Canopy - a Green Initiative.
- "We Grow with You " - a Social Initiative .
- The college moves on the pivot of the LF values TEFTS. The Trust in God, Eco sensibility, Fraternity and Social Commitment epitomizes the Institutional thrust to uphold these cornerstones for the society which is distinct in its own way as it has been the norm in this Institution for more than six decades. The Institution founded on the principle of Charity. Eco sensibility and social commitment, are upheld with much vigour and resonates as prioritized distinct LF values through Franciscan Green Canopy Initiatives and " We Grow with You" Social Initiatives in the society. "We Grow with You" - a Social Initiative
- Facilitating Social Consciousness towards Society through "We Grow with You" initiatives to chart an ecosystem of excellence for women.
- The social commitment to the less privileged was expressed in a construction of a home by the NSS Volunteers during their special camp with manpower input from the part of the students with just one head Mason to design and direct their labour.
- The extension activities included whitewashing and painting the Government Homeopathic Clinic , a work complete in three days, in the neighbourhood .
- The citizen duty of supporting cleanliness of one's locality has our students broaden their outlook on ethics of teamwork and spirit of responsibility to the nation and the less privileged of the society .
- The students undertake surveys to augment government initiatives to identify the health and social issues to support the local authorities in their efforts for proper implementation of diverse programmes.
- The Institution on its part takes up voluntary programmes as outreach mechanism to instill the seed of cooperation and sharing of resources with t, marginalized and the less privileged among the society as a part of citizen duty in its neighbourhood.
- The Institution and students rose up to the occasion during the deluge that overwhelmed our state for two continuous years through volunteering their services to the district authorities offering their mite to mitigate the tragedy . The students under took the volunteering services as requested of by the collector.
- The Institution take care of inhabitants of various old age and mental rehabilitation homes through food and clothing donations sourced by the staff , students and by the management to augment the government efforts to rebuild a new Kerala.
- The Institution volunteered to clean up homes ravaged by flood waters in the affected areas. Campaigned to flag down health issues and advised adequate sanitation and hygiene measures to combat diseases as a fall out of the flood.
- The

Institution under took surveys to estimate losses incurred during the floods in cooperation with the Municipality of Guruvayur and submitted report to the authorities. • The Institution promotes the integration of the nation in its multipronged approach to keep its citizens safe and sound through diverse activities for Nation Building. • The college observes all significant days and pledges initiatives to raise the level of awareness in the local community on their duties to preserve their health through road safety campaigns , HIV, Alzheimers etc. • Eye donation and Blood Donation, are encouraged. Blood Donation is ongoing annual feature in collaboration with Amala Medical College Hospital. • The Institution volunteers contribute to the hair donation campaign for the cancer patients. • The Institution also engages itself to be resourceful in Energy conservation campaigns in the locality. • The Institutional support nation building through rallies to highlight national events like the FIFA U-17 Games under the aegis of the Ministry of Youth Affairs ,New Delhi, held at the State. • The Institution campaigned for Blood Group Detection survey for blood group directory of local authorities. • The monsoon related disease awareness and safety inputs to the locality as climatic shifts are disrupting human existence in a big way • . The Unnat Bharat Abhiyan of the MHRD New Delhi spearheads mission to raise the awareness to counter cholera, malaria,dengue and other vector borne diseases to local public. Students turned into messengers in transferring knowledge to the community. • The students helped to eliminate social evils like drugs and other substance abuse through effective rallies and extension lectures to benefit the public. • The Institution a spreads skill training in computer hardware ,software and vocational skills to members of adopted villages and to the physically challenged inmates of the Victory Centre imparting training in vocation as per the state syllabus. • The Institution adopts Miss a Meal Scheme every first Friday of a month to feed the poor of the streets at the temple town of Guruvayur. • The Students held food fest within the campus to raise funds for extending aid to the less privileged. • The Student Entrepreneurial Social Service Day that has been in existence for more than six decades as an innovative bench mark in extending help to the needy. • The Institution provides hope for hopeless aged population of the locality through volunteer services during day time in the project PAKALVEEDU. • The Institution provides care and support to children through its day care centre facility THARATTU, a relief to working mothers of the locality and to our staff. • The Institution provides extension services with the support of the authorities at the local sub Jail at Chavakkad augmenting the Government resources to help inmates be inclusive for rehabilitation. • The thrust area of the Institution is to be a centre of hope for the locality and priming students to be responsible citizens. • Facilitating Social Consciousness towards ecosensibility through "We Grow with You" Franciscan Green Canopy initiatives to chart an ecosystem of excellence for women. Franciscan Green Initiative -a Green Initiative • The Franciscan Green Canopy has its essence in the institutionalized values which the students undertake with enthusiasm and vigor through Governmental and Non-governmental agencies. • The Swach Bharat Abhiyan and the Unnat Bharat Abhiyan Schemes have received noted accolades for its activities from the MHRD. • The NSS,NCC, WWS and SSP are always in the forefront in all campaigns organized by the government, Non- Governmental and the Institution to extend their social commitment in highlighting eco sensibility . • The Green and Energy Audit Report has vindicated efforts of our management faculty and students bearing the flag of eco sensible social commitment with aplomb. • The Institutional value of highlighting Social Consciousness towards ecosensibility through Franciscan Green Canopy has a deep resonance in the campus. • The eco sensible values are propagated consciously through various activities undertaken by the students both within and outside the campus. • The awareness created by experts on environmental issues in various spheres of society has enriched the momentum of creating a green campus in this institution. • The Green Protocol and the

Environment and Energy Protocol have instilled the policies as practices on the campus. • The Clean India Campaign Swachh Bharat had a tremendous impact that we were the only college in the state to figure top 150 Institutions in the Nation. • The Institution was again selected to head the UBA (Unnath Bharath Aryan Scheme) of the Central Government by adopting five villages to implement extension schemes which helped to expand their outlook on developing the skill for care and crisis management. Around 800 of our students worked for 100 hours during their summer internship under Swachh Bharat Aryan Scheme 2018 of the Government of India. • The Institution promotes its Institutional values in responsible citizenry through Eco sensible social consciousness inculcated through hands on practices.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://littleflowercollege.edu.in/college/bestpractices>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Institution lays immense thrust on the unique and distinctive role it shoulders for Digitalizing Women Empowerment benefiting the society on the long run. The College has its own distinct anthem and flag an emblem embossed, identity card along with a unique style of Little Flowerian greeting 'Have a nice day' to highlight its situatedness and belongingness in the sphere of its activity. The Institution has successfully implemented to equip our students meet challenge of the era through: • Empowering Women Excellence through Madhyam- Kaushal - Prajnya . THE PRACTICE • The Madhyam - Kaushal - Prajnya was ushered into the Institution as a Major Research Project in Visual Media that opened the gateway for a UGC funded Post Graduate Diploma in Virtual Communication and Creative Media in 2007 that equipped our students and Faculty in the diverse methodologies in this new age Media. • The Infrastructural consolidation imparting this education created an ambience for nuances in technicalities of Communication vibrant in the campus. The formal Introduction of an aided post graduate course in multimedia under the University of Calicut became an occasion for celebration 2013 for being the first aided new age multimedia postgraduate course in the state. • The beneficial cover of Multimedia has extended warmth of having the infrastructural readiness of hi tech mobility and a competed pool of resource personal that augment the Institution in digitalization. • The Departments of Multimedia, Vocational Courses and Community College undertook the unique distinction of designing the Curriculum for Multimedia, B.Voc Courses and Community College for the University of Calicut. • The Skilling Initiative of the Central Government through various courses was welcomed to enrich our students in their soft skills and entrepreneurial outlook to improve their basic degrees for rewarding career options. • The UGC funded Bachelor of Vocational course in i) Pharmaceutical Chemistry and ii) Tourism and Hospitality Management provide opportunity to make a career along with a undergraduate degree. • The Institution was granted the opportunity to begin a Community College support the educational and entrepreneurial aspiration of dropout women to help them in continuing education breaking the barrier of stagnation. • The regular students of the institution too are extended with the skilling initiative through Certificate and Add on Courses to heighten their proficiency for career options. NOTES • The Department of Multi Media created 9 Short Films in collaboration. • MOUs with Entertainment Medias with 73 projects and 28 internships. • Documentaries for external agencies directed and produced by noted experts in the field. • The Vocational courses have evidence of success in the notable placements of its graduates. • The Institution holds annual

International Film Fest in collaboration with Chethana Media for the past five years. • The Students and Faculty have short films and documentaries on current affairs to their credit. • The faculty of the Department of Multimedia has a wild life photographer on its rolls training the students on environmental conservation photography, with a record of more than 100 rare photographs acknowledged through Newspapers and Social Media on migratory birds.

Provide the weblink of the institution

<https://littleflowercollege.edu.in>

### **8.Future Plans of Actions for Next Academic Year**

• Autonomy Status • New Research departments • New courses UG, PG, Certificate and Diploma courses in various disciplines. • Strengthening of research activities among staff and students. • Strengthening of Design and implementation of innovative schemes for adopted villages under Unnath Bharath Abhayan. • Subject specific career orientation programmes and on campus placements.