



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>St. Paul's College Kalamassery</b>
• Name of the Head of the institution		<b>Prof. Dr. Pramada Ramachandran</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>04842555572</b>
• Mobile no		<b>9446229506</b>
• Registered e-mail		<b>iqac@stpauls.ac.in</b>
• Alternate e-mail		<b>principal@stpauls.ac.in</b>
• Address		<b>HMT Colony P O, Kalamassery, Ernakulam, Kerala</b>
• City/Town		<b>Ernakulam</b>
• State/UT		<b>Kerala</b>
• Pin Code		<b>683503</b>
<b>2.Institutional status</b>		
• Affiliated /Constituent		<b>Affiliated</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Semi-Urban</b>

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Mahatma Gandhi University Kottayam
• Name of the IQAC Coordinator	Dr. Siby K M
• Phone No.	04842555572
• Alternate phone No.	
• Mobile	9446370939
• IQAC e-mail address	iqac@stpauls.ac.in
• Alternate Email address	siby@stpauls.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.stpauls.ac.in/aqar/">https://www.stpauls.ac.in/aqar/</a>
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.stpauls.ac.in/college-handbook/">https://www.stpauls.ac.in/college-handbook/</a>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.15	2004	16/09/2004	15/09/2009
Cycle 2	B	2.8	2010	28/03/2010	27/02/2015
Cycle 3	A	3.14	2016	19/01/2016	18/01/2021
Cycle 4	A	3.25	2021	30/11/2021	29/11/2026

**6.Date of Establishment of IQAC**

23/11/2004

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	RUSA-Infrast ructure	Central Government	2019, 3 years	2 Crores
Faculty	ICSSR Major Project	ICSSR	2022-23, 24 Months	1488000
Institutional	Women Cell	Kerala State Women Development Corporation	2023-24, one year	20000
Faculty	SRI 2022-23	Agency for New and Renewable Energy Research and Technology	2023, 9 months	99450
Institutional	SSW Scheme	Kerala State Council for Science, Technology and Environment	2024	40000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	

<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
• If yes, mention the amount	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1) <b>Monthly Performance Report:</b> Each faculty enters the monthly performance in various tabs such as Programmes attended, Events organized, Additional Classes taken, Exam related duties, Research, Publications, Additional duties, Achievements and Innovations. Each faculty can view their monthly performance report by accessing the Monthly Performance Report final submission tab.	
2) <b>File Status Updation:</b> This allows each department to self-evaluate the status of their department files. IQAC conducts three department visits each academic year. The first visit is dedicated to the presentation of the action plan of the department for the upcoming academic year. The second visit evaluates the file status completion percentage. First, each department evaluates its performance of files. The IQAC team makes the evaluation and edits the marks provided by the department after verification of the files. The third visit is conducted in connection with the Excellencia Award.	
3) <b>Excellencia 2023-24:</b> Excellencia is a best practice of the IQAC, St Paul's College Kalamassery. An Excellencia score will be automatically gathered by IQAC MPR status. Additional Information required will be collected via the Excellencia template. The department with the highest score will be given an Excellencia Ever Rolling trophy and a Cash Award.	
4) <b>Pauline Star 2024:</b> Pauline Star is another best Practice of the IQAC. Each Department nominated its best candidate for Pauline Star 2023-24 from final year batches. They competed through five stages such as academic, co-curricular, extracurricular, debate and quiz and six finalists were selected. On the Grand finale day, they made a presentation on the question 'Why should I be selected as Pauline Star 2023-24?' After their presentation, they interacted with esteemed judges and based on their performance, the Pauline Star 2024, was selected and awarded a coveted trophy and cash prize.	
5) <b>iTransform Sessions:</b> IQAC conducts various faculty and student development programmes under the umbrella of iTransform sessions.	
<b>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</b>	

Plan of Action	Achievements/Outcomes
Digitalization of Documentation Process	Introduction and successful implementation of an in-house built Monthly Performance Report through <a href="https://www.stpauls.ac.in/digi_table/">https://www.stpauls.ac.in/digi_table/</a>
Monitoring of NAAC files at the Department Level	IQAC conducts three department visits each academic year. The first visit is dedicated to the presentation of the action plan of the department for the upcoming academic year. The second visit evaluates the file status completion percentage. First, each department evaluates its performance of files. The IQAC team makes the evaluation and edits the marks provided by the department after verification of the files. The third visit is conducted in connection with the Excellencia Award.
Motivating All Departments to work in tune with NAAC Objectives	Excellencia 2023-24 was instituted to honour the department securing the highest score with respect to NAAC metric points
Pauline Star 2023-24	Selection of Best Outgoing Student of St Paul's College Kalamassery
Faculty and Student Orientations	Conduct of iTrasform Sessions
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Executive Council	31/12/2024

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-23	02/04/2024

**15. Multidisciplinary / interdisciplinary**

St Paul's College Kalamassery endeavors to promote a holistic and multidisciplinary education, despite the limitations of being an affiliated institution. To achieve this, we encourage an interdisciplinary approach where two or more disciplines are integrated into a single field of study. For undergraduate students, our curriculum includes open courses that allow them to choose basic courses from other disciplines that pique their interest. Furthermore, we organize various discussions and seminars that embrace an interdisciplinary perspective, fostering active participation from students. By offering such opportunities, we aim to broaden students' knowledge base and cultivate their critical thinking skills across disciplinary boundaries. Ultimately, our goal is to equip students with the versatility and adaptability needed to excel in an increasingly interconnected world.

**16. Academic bank of credits (ABC):**

Mahatma Gandhi University Kottayam has commenced the Four Year Undergraduate Programme known as MGU-UGP(Honours) from the academic year 2024 onwards, under which there will be an Academic Bank of Credits (ABC). Since St. Paul's College Kalamassery is an affiliated college to Mahatma Gandhi University Kottayam, Kerala, it will take part in the academic bank of credits.

**17. Skill development:**

Skill development stands as a crucial objective at St. Paul's College Kalamassery, manifesting through various avenues such as vocational courses, the Institutional Innovation Council (IIC), activities by the Innovation and Entrepreneurship Development Centre (IEDC), and experiential learning opportunities. The IIC and IEDC activities have notably contributed to skill formation, offering a platform for individuals to acquire and refine skills pertinent to entrepreneurship, innovation, and technological advancements. These activities encompass diverse formats such as training sessions, workshops, seminars, motivational programs for entrepreneurs, idea-pitching competitions, and field visits. Moreover, the college has initiated four distinct vocational degree courses—Bachelor of Vocational Course in Broadcasting and Journalism, Banking and Finance, Tourism, and Logistics. These vocational courses play a

pivotal role in skill enhancement, often integrating experiential training into their curriculum. Such hands-on training can significantly bolster skill development by providing immersive learning experiences that are more engaging and memorable compared to traditional classroom instruction.

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

St. Paul's College, Kalamassery, employs diverse strategies to incorporate the Indian knowledge system into its pedagogy. This includes promoting Indian languages and culture by offering courses in languages like Hindi and Malayalam at the undergraduate level. Additionally, students are exposed to regional literature through translations, fostering an appreciation for Indian regional literary traditions. The curriculum also integrates cultural and historical narratives, including stories, folktales, and the study of artifacts and texts, to impart values and practices inherent in the Indian knowledge systems. Departments such as Malayalam, Hindi, English, and History play a crucial role in this integration through their course offerings. To raise awareness about traditional medicine systems like Ayurveda, which rely on the healing properties of plants, the institution has established an herbal garden maintained regularly with the assistance of students. The Department of Tourism at the college endeavors to acquaint students with culturally and historically significant sites across India. They learn about the unique cultural and geographical attributes of these places. To further advance efforts in promoting the Indian knowledge system among the younger generation, the institution organizes interactive sessions with renowned scholars, practitioners, and experts through seminars, workshops, and webinars. Their expertise is utilized in designing lesson plans and supplementary study materials, enriching the educational experience for students.

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

Despite the restrictions imposed by being an affiliated college, our institution prioritizes the teaching-learning process aimed at assessing student learning through specific, observable outcomes. We emphasize student-centered learning, focusing on the development of relevant and transferable skills such as critical thinking and problem-solving. Our goal is to produce graduates capable of applying their knowledge effectively in real-life situations. Here are some key aspects of our approach: Project-Based Learning: All undergraduate and postgraduate programs incorporate project-based learning into the curriculum. This approach fosters a "know-how-to" form of knowledge acquisition, as students engage in research and



learn practical skills. **Experiential Learning:** Our institution offers academic programs that integrate hands-on experiences and practical exercises to enhance Outcome Based Education. This approach allows students to apply theoretical knowledge in real-world contexts, reinforcing their understanding and skills. **Assessment-Driven Curriculum:** Internal assessments are employed to measure and monitor students' progress in their respective areas of study. This ensures that students are meeting the desired learning outcomes and allows for timely intervention to support their learning journey. **Competency-Based Learning:** We encourage and evaluate students based on their demonstration of specific competencies, such as programming or public speaking. This approach focuses on the mastery of skills and abilities relevant to their field of study, preparing them for professional success. Overall, our approach to teaching and learning is designed to equip students with the practical skills, critical thinking abilities, and competencies necessary to excel in their chosen fields and adapt to the challenges of the real world.

## **20.Distance education/online education:**

The college integrated traditional face-to-face instruction into online platforms. The college conducted virtual classrooms where instructors delivered lectures, facilitated discussions, and engaged students in interactive activities. To assess students' understanding and progress, online assessment methods such as quizzes, assignments, and exams were implemented. Faculty members ensured that students had access to necessary online resources and materials to support their learning. Investments were made to enhance technical infrastructure, including improving internet connectivity and providing necessary software and hardware resources. Faculty and staff were trained in online teaching methodologies to effectively deliver instruction in the virtual environment. Continuous monitoring and evaluation of online education methods were conducted, with feedback from students and faculty playing a crucial role in refining the process. Various online ICT tools were utilized to enrich the learning experience and promote collaboration, including virtual whiteboards, interactive simulations, online quizzes, and virtual laboratories. Each student was provided with an institution-provided email ID, serving as the official means of communication for important announcements, course materials, and administrative communication. Class sessions, lectures, and presentations were recorded and shared with students through the learning management system or the department's dedicated YouTube channel, allowing students to access content asynchronously and review missed classes at their convenience. Additionally,



students were encouraged to enroll in online courses from platforms such as swayam.gov.in and uncce.org. Furthermore, UG students participated in an online MOOC course in Organic Farming offered by Mahatma Gandhi University, Kottayam.

## Extended Profile

### 1.Programme

1.1 1086

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 2355

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 251

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 843

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 96

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	96
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	58
Total number of Classrooms and Seminar halls	
4.2	189.17
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	201
Total number of computers on campus for academic purposes	

<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college operates in compliance with the Mahatma Gandhi University Ordinance and guidelines, ensuring that the curriculum aligns with the institution's vision and mission. The curriculum is available on the college website, and the academic calendar is synchronized with that of the university.</p> <p>At the start of each session, faculty members prepare course plans, integrate web-based resources, and provide access to online databases. Workloads and timetables are approved by the Principal, who monitors monthly work logs to ensure compliance with academic plans.</p> <p>Each department establishes its own vision and mission, aligned with the institution's goals. Program Outcomes (POs), Programme Specific</p>	

Outcomes (PSOs), and Course Outcomes (COs) are defined for all courses.

The college continually upgrades its infrastructure, offering well-equipped laboratories, smart classrooms, and a comprehensive library, fostering a dynamic learning environment.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.stpauls.ac.in/department-activities/">https://www.stpauls.ac.in/department-activities/</a>

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

The College strictly follows the University's calendar, scheduling all activities, including Continuous Internal Evaluation (CIE), accordingly. At the start of each academic year, the college prepares its academic calendar, serving as the basis for departmental planning. This calendar delineates semester start and end dates, internal exam schedules, and internal marks publication dates. Departmental calendars outline course plans, action plans, workshops, industrial visits, and various co-curricular and extra-curricular activities. All academic and CIE-related activities adhere to the established calendar of events, barring unforeseen circumstances

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.stpauls.ac.in/college-handbook/">https://www.stpauls.ac.in/college-handbook/</a>

**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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

**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	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

247

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Our institution is dedicated to addressing and integrating crucial societal issues such as Moral Values, Human Values, Professional Ethics, Gender Equality, and Environmental Awareness into our curriculum. All departments offer degree programs that touch upon these issues, ensuring a comprehensive approach to education. Additionally, the college provides value education to instill these values in every student. Furthermore, teachers, along with various clubs and cells, actively engage in meeting the needs of society, contributing to regional and national development by promoting these values. As a result, these cross-cutting issues are seamlessly incorporated into both curricular and non-curricular activities

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

631

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

750

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.stpauls.ac.in/curriculum-feedback/">https://www.stpauls.ac.in/curriculum-feedback/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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	<a href="#">View File</a>	
URL for feedback report	<a href="https://www.stpauls.ac.in/curriculum-feedback/">https://www.stpauls.ac.in/curriculum-feedback/</a>	
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		
772		
File Description	Documents	
Any additional information	<a href="#">View File</a>	
Institutional data in prescribed format	<a href="#">View File</a>	
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		
173		
File Description	Documents	
Any additional information	<a href="#">View File</a>	
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>	
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		
In order to inspire students based on their unique needs and tooffer support on an individual basis, each department divides students		



into two groups: active learners and slow learners. The level of students is determined by their scores on the qualifying exam taken at the time of admission and the entry-level exam taken shortly after being admitted to a course.

A variety of year-round events, including seminars, workshops, exhibitions, debates, group discussions, invited speakers, and intercollegiate competitions, are planned to benefit both advanced and slower learners. Experiential learning via lab activities and industrial tours also improves their capacity for learning. It is recommended that advanced students take on assignments that focus on research, such as publishing papers, articles, and giving presentations in seminars. Students that perform exceptionally well academically receive proficiency prizes.

During College Day, those who scored well in university exams are felicitated. Under the umbrella of Sugam, or "learning made easy," are programs designed for those who learn slowly. Opportunities for remedial classes, bridging courses, orientation programs, tutoring, mentoring, and writing/language skill development programs are available to help slow learners perform better.

Aagam: Towards Wisdom and Success is the name of the program for advanced learners. Programs like Interaction with Prominent Personalities, Career Advancement programs, and Online/SWAYAM courses are offered by Aagam. The college offers open-access programs as additional means of assisting pupils. Counselling, internships, library resources, and IEDC programs are among the common programs.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/2-2-1-Teaching-Learning-Evaluation.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/2-2-1-Teaching-Learning-Evaluation.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2355	96

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Experiential learning provides opportunities to students to engage actively in various learning activities, reflection and experiment to enhance their knowledge and skills. It goes beyond traditional lectures and textbooks, engaging students in practical, hands-on activities.

The college integrates both classroom-based and field-based approaches to enhance experiential learning. It is a means for students to gain field-based skills through field visits to industries and other knowledge centres and by conducting campus tours and service learning activities. Classroom and campus-based experiential learning encompasses various methods like case studies, student-led teaching, presentations, and group projects. These approaches complement and expand the scope of field-based learning.

Practical learning reinforces students' skills through activities like experiments, teaching practice, detailed course planning, events, competitions, internships, assignments, and environmental studies aimed at discovering sustainable solutions for everyday life.

Participatory learning enriches students through tools like news analysis, thematic tests, project work, case studies, seminar presentations, debates, service learning, and group discussions.

The college also provides ICT-enabled learning activities, access to e-resources, and innovative methods such as peer learning, interdisciplinary instruction, flipped classrooms, and problem-solving strategies. Techniques like idea pitching, design thinking, brainstorming, mind mapping, and surveys are integrated to encourage creativity and critical thinking. These diverse methods ensure a comprehensive and engaging learning environment for students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/2-3-1-Experiential-Learnming-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/2-3-1-Experiential-Learnming-2023-24.pdf</a>

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

Tools enabled by information and communication technology (ICT) have improved the effectiveness, interactivity, and engagement of college teaching and learning. Teachers may create more dynamic and captivating classes by utilizing the interactive whiteboards that are accessible in the classroom, which let students engage directly with the material. Teachers can display information, interactive classes, and multimedia content more effectively with the aid of whiteboards.

With learning management systems, educators can set up virtual classes, distribute materials, give assignments, and make examinations and quizzes. Software and apps for education such as PC GAMESS, Quizziz.com, ChemDraw, and Firefly. In addition to social media platforms like Telegram and WhatsApp that foster interactive and collaborative learning settings, multimedia materials like films, photos, and music, as well as simulations like WINGAMESS, assist teachers in imparting key concepts.

Teachers rely on a variety of online resources, such as the UGC INFLIBNET N LIST, university websites' E-thesis, and materials from other websites like pdf drive.com. Some departments maintain an e-book bank, and Pauline Library offers instructors and students access to a wealth of useful materials.

PPTs, movie adaptations, videos, and occasionally links to other resources are also given to students. Teachers and students on campus can benefit from the Institutional Repository, other online repositories, virtual lab, and WiFi-enabled campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

32

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

532

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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 makes sure that internal grades are given to students in an impartial and transparent manner. According to MG University regulations, each department computes internal marks based on four requirements: test paper, attendance, assignments, and seminars. When determining internal marks, it takes into account the results of the internal exam that is taken at the conclusion of each semester. Through the college calendar and manual, students are informed about how internal exams are administered. The instructors also give the pupils a rundown of the specifics, including the schedule, the location, the required code of conduct, and other guidelines. Making sure that the internal and external examinations go smoothly is the responsibility of the examination committee. When they appear for their exams, students are told to carry their college identity cards.

Without the Identity Card, no student will be able to take their exam. The internal examination results are posted on the department notice boards by the corresponding Departments following the

evaluation period. The students receive their valuable scripts back, allowing them to ask the relevant subject teacher any questions they may have about their exam results. Their exam results are combined with their attendance, performance in the seminar, and assignment to get their final internal marks. For future use, tangible copies of these corresponding documents are stored at the relevant departments. In order to be allowed to take their external exams, students must have at least 75% attendance on each theory subject.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.stpauls.ac.in/examination-cell/">https://www.stpauls.ac.in/examination-cell/</a>

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

The performance of the students on assignments, in seminars, on test papers, and in attendance determines the internal scores. At the conclusion of each semester, there is an internal exam. Following exam completion, teachers review the response sheets within the allotted time and give back the valued scripts to each student so they can ask and clarify any doubts they may have. The internal marks are submitted to the university portal once the questions have been answered. Adopting the criteria provided by the university ensures total openness throughout the procedure. Since the teachers and students are both aware of this transparency, the relationship between them is further fostered. Attendance of students is rigorously controlled by the class in-charge; in order to be permitted to sit for the university examination, a student must receive at least a 75% on each theoretical paper.

The institution is associated with MG University, and it follows the guidelines established by the university to hold external exams at the conclusion of each semester. Strict discipline is ensured in the administration of the exams by the examining committee. Any complaints regarding the question paper should be sent right away to the principal by way of the examination committee. He or she then goes straight to the university in return. The Principal is informed of the University's resolutions regarding various issues, and the Department Heads are then notified. The responsible subject teacher informs the students of this information.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.stpauls.ac.in/cells/grievance-cell/">https://www.stpauls.ac.in/cells/grievance-cell/</a>

## 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.

Program outcomes (POs) are benchmarks that indicate what a program should achieve in accordance with the course objectives.

Undergraduates are required to meet these goals within three years of finishing the program, while graduates are expected to do so within two years of graduating.

Program Specific Outcomes (PSOs) are designed to outline the competencies and proficiencies that students should have, following completion of a given program. Course Outcomes (COs) specify what exactly students are expected to accomplish and be able to demonstrate at the conclusion of a certain course. These results guarantee that the course objectives are accomplished because they are in line with the University's specified syllabus.

The POs, PSOs, and COs for each course are detailed on the college website. The teachers, students and public can all access this information, which offers transparency and clarity regarding the curriculum's objectives and expected results. Students are given an orientation at the start of the academic year that focuses on the course outputs and program outcomes they will be able to demonstrate by the completion of their courses.

Through a precise articulation and dissemination of the POs, PSOs, and COs, the college creates a structure for student education and evaluation.

This framework gives students a clear idea of what they may anticipate to accomplish during their academic journey and is in line with the university's authorized syllabus.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.stpauls.ac.in/course-outcome-document/">https://www.stpauls.ac.in/course-outcome-document/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

At the start of the academic year, the Board of Studies (BoS) of each department in the college has responsibility for creating suitable Course Outcomes (COs) and Programme Outcomes (POs) for each course. As the college is affiliated to MG University, these COs and POs are computed in accordance with the values established by the university.

Every course, including elective courses, has a mapping matrix created to help with the alignment and assessment process. This matrix makes it easier to see how each CO helps the pertinent POs to be achieved. It makes it possible to thoroughly assess the ways in which all of the course objectives contribute to the achievement of the program objectives.

The BoS regularly completes and assesses the COs and POs to make sure they are applicable and efficient. This periodic evaluation assists in implementing any required modifications or enhancements in response to input from instructors, students, and industry standards.

The college uses a combination of direct and indirect metrics to evaluate CO achievement. To determine whether the desired results are being attained, direct measures entail assessing particular assignments, exams, projects, or performances. Conversely, indirect measures entail getting input from employers, students, alumni, and other relevant parties in order to assess the curriculum's overall efficacy and consistency with the desired results in an indirect manner.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.stpauls.ac.in/course-outcome-document/">https://www.stpauls.ac.in/course-outcome-document/</a>

### 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

505

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.stpauls.ac.in/iqac/annual-reports/">https://www.stpauls.ac.in/iqac/annual-reports/</a>

### 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://www.stpauls.ac.in/wp-content/uploads/2025/01/2.7.1-Student-Satisfaction-Survey-2023-24.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0.9945

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.anert.gov.in">www.anert.gov.in</a>

### 3.2 - Innovation Ecosystem

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

The college's Institution Innovation Council (IIC) organizes seminars,workshops, and industry visits to expose students to real-

world entrepreneurial scenarios. Its primary goal is to foster an entrepreneurial mindset among young people, equipping them with the skills, techniques, and confidence to lead the next generation of enterprises. The IIC also strives to instill entrepreneurial qualities in students.

**Project Incubation Centre:** The College has a collaboration with the Innovation and Incubation Centre at Albertian Institute of Science and Technology, allowing the sharing of resources and facilities to support students' innovative projects through a Project Incubation Centre.

**Research Cell:** A dedicated Research Cell hosts seminars and workshops, offering students and faculty opportunities to engage with renowned scholars worldwide.

**Skill Development Programmes:** The institution also runs Skill Development Programmes, including science exhibitions, to encourage and motivate students to develop innovative ideas and provide support in transforming these ideas into projects.

**Extension and outreach programs:** Additionally, the college conducts extension and outreach programs to foster social responsibility and broaden students' understanding of societal issues, helping them cultivate strong social values.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/clubs/">https://www.stpauls.ac.in/clubs/</a>

### **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**

**19**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

3

File Description	Documents
URL to the research page on HEI website	<a href="https://www.stpauls.ac.in/research/">https://www.stpauls.ac.in/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

17

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

19

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Extension activities of our college are designed to promote the social participation of the students to benefit and empower the larger community and instill humanitarian values. In its outreach programs, the college prioritizes the needs of educationally, socially, and financially marginalized communities. These initiatives have helped in sensitizing students to the needs of society and promoted in them a spirit of social commitment. The various departments and clubs organized Swachh Bharat activities like cleaning the classrooms, corridors, Campus premises, and selected areas in the Kalamassery Municipality. The science departments of the college like Chemistry, Physics, and Maths offered extension activities to help the students in rural areas, develop their study skills in science. Such activities enhanced the teaching skills of the students of our college, being the same as experiential learning. The college has a well-organized Nature club through which various environmental activities are conducted. They maintain the College Garden promote activities to enhance the love of Nature and offer awareness programs for the public on Environmental Protection. Each academic year, the college organizes assorted fests and markets, in order to raise money to aid the poor sections of the society. In short, the extension activities of our college transform the students into leaders of social change to provide lasting solutions to social problems. A sense of selfless service-mindedness and social responsibility is instilled through each initiative and mould them into better citizens.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2023/05/Extension-Policy-Document.pdf">https://www.stpauls.ac.in/wp-content/uploads/2023/05/Extension-Policy-Document.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

46

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

1642



File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

385

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

### 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 Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc. St. Paul's College is situated in the industrial hub of Ernakulam District. The institution is spread over 15.73 acres, richly endowed with lush greenery, protecting the campus from the surrounding vehicle pollution. The college has adequate infrastructural facilities for curricular and co-curricular activities. The campus is physically equipped with 58 large classrooms, of which 41 have smart boards, eight science labs, five computer labs, five seminar halls with ICT capabilities, one acoustic theatre with LCD Projector and 90 seating capacity, and a solar-powered digital library and LED lighting. The grid-connected solar power plant installed in the college has a total of producing 7KW power. All these facilities provide the best environment for the staff and for imparting knowledge to the students. An auditorium, indoor play stations, and an open gymnasium support co-curricular activities and physical training for students on this campus. St Paul's College also boasts a beautifully kept college ground.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/4-1-1-physical-facilities/">https://www.stpauls.ac.in/4-1-1-physical-facilities/</a>

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

The Institution has adequate facilities for cultural activities, sports, games (indoor and outdoor), a gymnasium, a yoga centre, etc. College infrastructure goes beyond classrooms and laboratories. It also encompasses facilities that support cultural and sports activities. These spaces allow students to engage in artistic expression, explore diverse cultures, and participate in sports and recreational pursuits.

Cultural Infrastructure includes:

**Auditoriums and Theatres:** The college has a well-equipped auditorium and theatre that host cultural performances, plays, concerts, and

public speaking events.

#### Sports Infrastructure:

**Sports Fields and Courts:** The college focusing on sports has well-maintained sports fields and courts for various.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/sports-cultural-facilities/">https://www.stpauls.ac.in/sports-cultural-facilities/</a>

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

58

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/ict-enabled-facilities/">https://www.stpauls.ac.in/ict-enabled-facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

45.24

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management software 'Koha', which enables computerised management of library operations. DSpace digital Library software is used to manage the digital content. The library is fully networked to access digital content and OPAC from anywhere, including computer-based search and retrieval of information through the online catalogue. Bar-coding technology enables easy circulation. Adopting LMS in the college library has brought numerous benefits, including improved resource accessibility, streamlined operations, enhanced collaboration, and better user experiences for students and faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.stpauls.ac.in/library/">https://www.stpauls.ac.in/library/</a>

### 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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****0.7898**

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

**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****72**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The office has 201 computers besides heavy-duty printers, photocopiers, laser jet printers and scanners. The campus has 62 smart boards and 3LED monitor to disseminate information. Commerce, Computer Science, Chemistry, Physics, and B.Voc departments have computer labs. The five computer labs are linked to high-speed internet through computer networks. N-LIST facilitates unlimited e-journals, e-books, and other online educational materials, while institutional digital repositories provide access to written materials. With a BSNL leased line connection, the connection is at 100 MBPS speed, and there is no loss of connectivity or other network issues. LAN and Wi-Fi networks connect The internet and network in all the staff rooms, classrooms, administrative offices, seminar halls, and laboratories. Protection of all types of internet network connections is monitored by CYBEROAM internet security.

Every corner on the campus has an internet connection since Wi-Fi hotspots are institutional. A 30 Electronic generator and 12 Uninterrupted Power Supplies (UPS) of 1 KV to 10 KV are also located in the digital library to ensure an uninterrupted power supply at the university campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/it-internet-facilities/">https://www.stpauls.ac.in/it-internet-facilities/</a>

#### 4.3.2 - Number of Computers

201

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

67.41

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

As it progresses, student and faculty requirements take centre stage at the College in the present digital world. Many changes have occurred in the library modification to fit the syllabus. The college has a computer lab for students in various subjects. It has AMC on UPS System Maintenance. The college's well-equipped laboratory facilities are available to undergraduate and graduate students in the scientific stream. The undergraduate course is industrial chemistry, while the postgraduate course is pure chemistry; the college offers separate laboratory facilities for undergraduate and post graduate students. Each department personnel is in charge of the lab custody, and the attendant provides help. Helped by the Kerala Cricket Association, the college pitch has been maintained well. All the sporting equipment is kept in good condition, and the same items appear on the stock record.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stpauls.ac.in/facilities-maintenance-utilization/">https://www.stpauls.ac.in/facilities-maintenance-utilization/</a>

## 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**

332



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

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

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

119

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

**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	<a href="https://www.stpauls.ac.in/departments-activities/">https://www.stpauls.ac.in/departments-activities/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1232

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

1232

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**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**

117

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**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**

240

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

34

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

**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.**

**35**

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

**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 facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities, following duly established processes and norms (student council, students' representation on various bodies). Two student coordinators are selected from each department under the following heads:**

- **DQAC Coordinator**
- **Arts/Program Coordinator**
- **Sports Coordinator**
- **Placement Career Coordinator**
- **IEDC Coordinator**
- **E-Governance**
- **Media Coordinator**

These student coordinators work in liaison with departments and participate in various decision-making processes. The College Arts Fest titled 'Dwani' was conducted in the year 2024 displaying a wide range of events. Various clubs and cells organized relevant programmes to train and equip students. These clubs are managed by student secretaries/coordinators under the supervision of teacher coordinators. Associations constituted at the department level organise and conduct various students' activities. In addition to this, these committees take charge of observing the days of national/international importance, and also celebrating significant regional/national festivals. The college also provide ample opportunity for the students to be a part of NCC and NSS.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/LetterHead-5.3.2-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/LetterHead-5.3.2-2023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

51

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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 alumni association of St. Paul's College, Kalamassery, is established to connect former students to the institution, intending to maintain a strong tie between the graduates and the parent institution. The alumni community renders their lasting support to the alma mater and the association helps in creating a larger network within the institution. The students who graduate from the college are automatically considered to be a part of the alumni association which is integral to the functioning of the college. The graduates of St. Paul's College, Kalamassery, foster in raising the profile of the institution to new heights and engage in alumni related activities throughout. In the year 2023 - 24, the alumni meets were conducted on 03-11-2023, 09-02-2024, 09-03-2024 and 16-03-2024. The alumni members came back to their parent organization to a renew their relationship with the institution. The former students who belonged to the B.Voc. Banking, B.Voc. Logistics, Economics and B.Sc. Computer Sciences departments of the college gathered for the alumni meet to strengthen their bond with the parent organization and uplift the college to greater levels.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/Alumni-Report-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/Alumni-Report-2023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

St. Paul's College, inspired by the visionary ideals of its patron, Rev. Archbishop Joseph Attipetty, embodies altruism, academic excellence, and spiritual vitality. Guided by the motto "Life Nobly Lived," the institution remains steadfast in its commitment to secular, inclusive, and proactive management, despite holding

minority status.

The college's primary mission is to meet the diverse needs of its students, equipping them with the academic, social, and moral values necessary to excel in the 21st century. This mission is realized through meticulous planning and the collaborative efforts of governing bodies, including the Governing Body, Executive Committee, Extended Executive Committee, Finance Committee, and IQAC.

Students are encouraged to take on leadership roles and actively engage in socially productive activities, fostering a sense of responsible citizenship. To support holistic development, the college organizes national and international seminars, webinars, and student enrichment programs.

The dedication of the teaching and non-teaching staff is evident in coordinated extension activities led by student organizations such as the NCC and NSS, which instill civic responsibility and social commitment. Additionally, student clubs and department-led initiatives nurture talents and skills, promoting comprehensive personal and professional growth.

Collaborative partnerships with educational institutions and industries further expand academic and career opportunities, enhancing students' employability and preparing them for future challenges.

File Description	Documents
Paste link for additional information	<a href="https://stpauls.ac.in/vision-and-mission/">https://stpauls.ac.in/vision-and-mission/</a>
Upload any additional information	<a href="#">View File</a>

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

The academic and non-academic advancements at St. Paul's College are the result of a collective team effort supported by a participative management policy. The active involvement of the management, stakeholders, and the Internal Quality Assurance Cell (IQAC) ensures a decentralized administrative framework that upholds quality across all initiatives.

Regular multi-level meetings are conducted to devise strategies aimed at enhancing the quality of teaching and providing robust

support to both faculty and students. During the academic year, the principal, college management, and stakeholders took proactive steps to sustain excellence in teaching-learning activities and student enrichment programs. Their visionary guidance has been instrumental in preserving the institution's academic standards.

A key priority for the management, stakeholders, and IQAC is fostering a decentralized administrative system that promotes quality assurance. Consistent efforts are directed toward organizing academic programs that facilitate student improvement. These programs reflect meticulous planning, thoughtful preparation, and the unwavering dedication of the college faculty.

The IQAC remains focused on maintaining high standards across all academic and non-academic initiatives by aligning objectives, outcomes, and quality with the institution's vision. Its efforts also extend to coordinating extension activities, further emphasizing the commitment to holistic development and institutional excellence.

File Description	Documents
Paste link for additional information	<a href="https://stpauls.ac.in/governance/">https://stpauls.ac.in/governance/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St. Paul's College, Kalamassery, has made remarkable progress in alignment with its Strategic Plan (2020-2025), demonstrating a steadfast commitment to academic and infrastructural growth. During the academic year 2023-24, the college established 10 productive MoUs and collaborations with industries and educational institutions, fostering research initiatives and academic partnerships.

Annual Faculty Development Programs were conducted with precision, encouraging the adoption of innovative teaching methodologies. To further support students, the college expanded its endowment and scholarship offerings and implemented a mentor-mentee system to strengthen teacher-student relationships.

On-campus placement drives were organized in collaboration with industry partners, enhancing employment opportunities for students.



To accommodate an increasing student population, a new academic block was constructed, funded jointly by RUSA and the college management.

A variety of online ICT tools, such as virtual whiteboards, interactive simulations, online quizzes, and virtual laboratories, were employed to enrich the learning experience and foster collaboration. Additionally, each student was provided with an institution-issued email ID, serving as the official channel for communication, course materials, and administrative updates.

These initiatives reflect the college's commitment to providing a holistic and future-ready education, while continually adapting to the evolving needs of students and the academic community.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://stpauls.ac.in/strategic-plan/">https://stpauls.ac.in/strategic-plan/</a>
Upload any additional information	<a href="#">View File</a>

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.

**Policy Visibility:** The institution operates under a well-defined strategic blueprint that guides its governance and decision-making processes. Both academic and non-academic decisions are deliberated and finalized during council meetings. The Internal Quality Assurance Cell (IQAC) plays a vital role in ensuring continuous improvement and sustainability. The planning committee leads the formulation of developmental strategies, while a dedicated purchase committee manages procurement for academic and administrative needs. The academic calendar, aligned with the university schedule, is effectively communicated to students and staff, ensuring seamless coordination.

**Administrative Structure:** The college features a clearly articulated organizational framework. The Governing Body includes the Chairman, Vice Chairman, Management representatives, Principal, Academic Experts, Teachers, and Superintendent. The Principal, as the highest authority, oversees academic, financial, and administrative operations, ensuring efficient governance.

**Appointment and Service Regulations:** Appointments and service regulations are transparent and adhere to the guidelines established by the University and the Government of Kerala, ensuring fairness and compliance with established norms.

**Operational Procedures:** The Governing Body is entrusted with the comprehensive management of all institutional affairs. To maintain accountability and encourage professional growth, a self-appraisal system is implemented for staff evaluation.

File Description	Documents
Paste link for additional information	<a href="https://stpauls.ac.in/igac/">https://stpauls.ac.in/igac/</a>
Link to Organogram of the institution webpage	<a href="https://stpauls.ac.in/organogram/">https://stpauls.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The institution has several welfare measures for teaching and nonteaching staff, Financial benefits include, EPF, SLI, GPAIS, NPS, Co-operative Society, Festival Bonus for Self Financing staff and membership fees and travel allowance for Xavier Board Meetings. Academic benefits include orientation and Faculty Development Programmes. The college regularly conducts programmes for capacity

building and professional development for teaching and nonteaching staff. All the faculty members who upgrade their research work through quality publications during the academic year are honoured by management every year. In addition, Excellencia Award is introduced for the Best Department of the college taking into account the work and achievements they have done in the academic year based on NAAC Criteria standards. Plans are initiated to provide provident fund for the employees of the self financing stream. Research Guideships and PhD holders are given awards during College Day. The institution encourages teachers to apply for scholarships and research project funding and some projects were granted in the current academic year. A counselling centre functions three days of the week with the services of a government certified counsellor. Staff get together are arranged on festivals and management hosts staff lunches and celebrations during Onam and Christmas.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/watch?v=FxUg-HJCuac">https://www.youtube.com/watch?v=FxUg-HJCuac</a>
Upload any additional information	<a href="#">View File</a>

### **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**

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

7

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

#### **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**

**73**

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

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

**Performance appraisal is a systematic process of evaluation that evaluates the performance of teaching and non-teaching staffs.**

**Each department at St. Paul's College Kalamassery logs their monthly activities across different categories including Programs Attended, Events Organized, Club/Cell Activities, Additional Classes**

Conducted, Exam-related Responsibilities, Research, Publications, Additional Duties, Achievements, and Innovations. Each faculty member is required to submit Monthly Performance Report (MPR) in the form of a self-appraisal form.

The Head of the Department collects the Monthly Performance Reports from every faculty member and compiles them into a Consolidated Monthly Performance Report (CMPR) that is forwarded to the Internal Quality Assurance Cell (IQAC) on the fourth day of every month.

The appraisal system for non-teaching staff, their performance is assessed through a self-appraisal form based on criteria such as punctuality, efficiency, service-mindedness towards faculty and students, timely delivery of services, percentage of assigned work completed, and number of training sessions attended.

The appraisal systems for both teaching and non-teaching staff aim to provide a comprehensive evaluation of their performance and contributions to the college's academic and administrative functions.

File Description	Documents
Paste link for additional information	<a href="https://stpauls.ac.in/college-handbook/">https://stpauls.ac.in/college-handbook/</a>
Upload any additional information	<a href="#">View File</a>

## 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 college conducts regular audits to maintain accounts as per the regulations of the university, state government and UGC. The institution conducts both internal and external audits.

### Internal Audit:

The internal financial audit is carried out by a finance committee which includes senior faculty members head accountant, accounts clerk and office superintendent.

### External Audit:

Usually, every year two types of external audit take place in the

institution viz. Departmental audit by the Deputy Director of Collegiate Education and Audit by Accounts General Office. An external financial audit is carried out by an external agency, appointed by the managing board and Government auditors from Deputy Directorate of Collegiate Education, Government of Kerala. The external auditor verifies all the vouchers with reference to the cashbook and the balance sheet. Action is taken on the observations contained in the audit report and reported to the Director-General of Audit (Central Expenditure).

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/6.4.1-Intitution-Audit-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/6.4.1-Intitution-Audit-2023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### **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)**

**38,53,683**

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The institution keeps track of all allotment of academic funds at national and state level from time to time and takes the necessary steps to procure the same. Special funds for minority institutions and women are also secured from time to time. Students with academic brilliance are encouraged to apply for scholarships while faculty are encouraged to apply for teacher excellence awards thereby securing funds at individual levels.

Apart from this visiting dignitaries like Ministers, MPs contribute certain facilities to the institution. The Verapoly Arch diocese also contributes funds on behalf of the management for faculty gatherings and annual gettogethers. Faculty members are encouraged to submit research proposals and both major and minor projects have been secured several times by the institution in the past. Products manufactured by students, food fest, curio exhibition cum sales, entertainment and cultural events with nominal fee collections are organized at department levels to facilitate minor level funds.

Sporting events sponsored by Alumni groups and other well wishers also contribute to the fund pool. Some of the facilities like auditorium, cricket ground, and acoustic theatre also help in generating funds when external associations approach the institution for the use of these facilities. The college auditorium also functions as a venue for external events during holidays thereby generating income for the resources of the college.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/research-projects/">https://www.stpauls.ac.in/research-projects/</a>
Upload any additional information	<a href="#">View File</a>

## 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

Since its inception, the IQAC has made prominent contributions in enhancing both the academic and administrative aspects of the college. In the academic year 2023-24, the IQAC spearheaded several quality enhancement initiatives:

1. Implementation of outcome-based academic initiatives aligned with the revised guidelines of the National Educational Policy (NEP), including training faculty in data preparation and result analysis using innovative online techniques.
2. Preparation of the Academic Calendar, outlining scheduled college activities, along with department-specific academic calendars as per IQAC directives.
3. Oversight to ensure the successful execution of departmental programmes as planned.



4. Initiation of short-term and add-on/certificate programmes, some of which were delivered through the institution's eLearning platform, in accordance with IQAC guidance.

5. Organization of many training programs/workshops for various stakeholders, including students, teachers, parents, and alumni, to enhance overall institutional quality.

6. Introduction of the Excellencia Award for the Best Department that scores the maximum points aligned with NAAC Criteria standards.

7. Implementation of value education programmes, remedial classes, mentoring sessions, and environmental awareness activities across all departments.

8. Introduction of automated mentoring, facilitating documentation of activities through teacher's/mentor's diaries for progressive evaluation. These initiatives reflect the IQAC's commitment to continuous improvement and ensuring the holistic development of the institution.

File Description	Documents
Paste link for additional information	<a href="https://stpauls.ac.in/iqac/">https://stpauls.ac.in/iqac/</a>
Upload any additional information	<a href="#">View File</a>

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

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 records the incremental improvement in various activities. Training programmes for faculty are organized from time to time to stay updated with methodology. When paradigm shifts occur in curriculum and syllabus, the institution facilitates programs and also opportunities elsewhere to attend and update faculty with the upcoming changes. The 4 year Honours program was implemented in this manner with faculty participating in workshops for curriculum awareness, design, development and implementation. All classrooms are equipped with smartboards to facilitate digital and online learning. Students are



provided with institutional mail ids to facilitate smooth login and access to online library and learning materials. The library has transformed a major portion of its archives and material to digital mode for remote access to students. Training at college level is given from time to time regarding matters of internal mark entry, uploading, centralized internal theory exams, centralized valuation at college and publication of results within a stipulated time. Improvement and redo options are also made available to learners who wish to improve their scores.

File Description	Documents
Paste link for additional information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/6.5.2-Governance-Leadership.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/6.5.2-Governance-Leadership.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://www.stpauls.ac.in/iqac/annual-reports/">https://www.stpauls.ac.in/iqac/annual-reports/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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 following are the major measures adopted by the institution based on gender sensitivity

- The College installed 24 x 7 CCTV surveillance at different locations such as college entrance, library, principal's office, parking area, Cafeteria, all corridors and in the lady's hostel.
- The College has introduced identity card both for the students and staff. Wearing identity card is made mandatory inside the campus. There is a single gate to the college kept under guard.
- Committee for prevention of sexual harassment is constituted aiming at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender-based violence.
- The College has a well-structured grievance redress mechanism through which grievances of students and staff are redressed
- The college has an active anti-ragging cell which include all department and all class teachers.
- College conducts various gender-sensitive programmes like skill development programmes, quizzes, debates, discussions on gender issues, to create a sense of gender equality among students.
- We have a well-managed ladies' hostel, separate common rooms and an actively functioning Women Empowerment cell and Equal opportunity cell
- All these are reflected in the stellar performance put up by our girl students in academic, sports and cultural.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/7.1.1.geneder-equality-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/7.1.1.geneder-equality-2023-24.pdf</a>
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	<a href="https://www.stpauls.ac.in/geotagged-photos/">https://www.stpauls.ac.in/geotagged-photos/</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

- The College has implemented waste management programmes and procedures that fall into the following categories:
- Solid waste management: There are separate trash cans in public spaces for recyclable and non-recyclable rubbish. It is common practice to communicate through email or WhatsApp. One-sided paper usage is advised. Agents receive scrap metal and other materials for additional processing. Under the direction of the teachers, students and the NSS unit participate in monthly campus cleanliness programmes.
- Liquid waste management: The college has a functional drainage system. The garden is watered using the processed water from the Sewage treatment plant. In gardens, sprinklers are used to reduce wastage of water.
- E-waste management: Electronic waste and used batteries are disposed off through external organisations. Outdated gadgets are sold as scrap to authorised buyers.
- Waste recycling system: Waste recycling at the College is

managed by methods like routine waste segregation, a biogas plant, a compost system, and an incinerator for burning solid wastes like plastic and sanitary napkins.

- **Hazardous chemicals and radioactive waste management:** Most of Hazardous waste comes from the Chemistry lab. The used acids are diluted, neutralised, and disposed in an environment friendly manner. Fume hoods and volatile organic solvent mechanisms are installed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

St. Paul's College stands out as a higher educational institution that warmly welcomes all knowledge seekers, irrespective of their caste, creed, religion, or socio-economic background. • The college is dedicated to creating an inclusive and safe environment that promotes harmony, mutual respect, and tolerance. As a minority institution, it accommodates many students from marginalized communities, ensuring they receive comprehensive support and integrate smoothly with their peers. • Yoga Day on June 21st focuses on the importance of yoga practice for a disciplined life based on spirituality. • Onam celebrations each year emphasize the values of sharing, environmental conservation, humility, and selflessness. • Kerala Piravi celebrations on November 1 reminds and strengthens the unification of Kerala. • Language Day celebrations, organized by the language departments, aim to promote and enhance linguistic diversity. • Teachers' Day on 5th September remembers Dr. S. Radhakrishnan the renowned philosopher and teacher and glorifies the importance of his teachings. • Christmas celebrations at the college highlight the spirit of joy among students and staff. • The NCC plays a major role in promoting harmony and tolerance by observing days of National Importance. • The NSS promotes unity and harmony through its activities and initiatives.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- The college undertakes initiatives to help students develop the morals and values essential for responsible citizenship.
- The college observes significant days to instil qualities vital for being a compassionate individual and a responsible Indian citizen.
- Celebrating Human Rights Day helps students understand their rights as both learners and adults.
- Mentoring and counselling services assist students in identifying and overcoming weaknesses while enhancing their strengths.
- Career Guidance and Placement Cell equips students with essential professional skills.
- ENCON and Nature Clubs promote awareness among students about environmental conservation, resource sustainability, and biodiversity preservation.
- Activities organized by the College Union prepare students to navigate life responsibly as members of society.
- NCC and NSS contribute significantly to character development and fostering human values.
- Social outreach programs emphasize the importance of empathy, sharing, and caring.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/7_1_9-inst-values-2023-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/7_1_9-inst-values-2023-24.pdf</a>
Any other relevant information	<a href="https://www.stpauls.ac.in/clubs/">https://www.stpauls.ac.in/clubs/</a>

**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**

**A. All of the above**

**ethics programmes for students, teachers, administrators and other staff** 4.  
**Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**National and International commemorative days, events and festivals are traditionally observed at St Paul's College Kalamassery.**

Various Departments of the College observe World Environment Day on 5th June. The Reading Day celebrations were held on June 19, 2023, to promote the love for reading and literature among the youth.

World News day, International Music Day and International Yoga Day, World Food Day are celebrated at the College with Various innovative programs.

National commemorative days like Independence Day , Gandhi Jayanti, Republic Day, Vijay diwas commemoration were planned to promote national integration by holding competitions and organising lectures and community works. It was to foster patriotism among the Students.

As part of promoting language , literature and Culture , Hindi Day Kerala Piravi, Premchand Jayanti, Basheer Day and Mother Language Day were Celebrated

Encouraged students interest in Science by organizing various day celebrations related to science subjects



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1:

- **Title:** "Nurturing Nature; Culturing Life"
- **Objectives:** The green initiatives at the college foster a connection between students and nature, cultivating empathy for the environment.
- **Context:** Located in the industrial hub of Kalamassery, the college is renowned for its lush green campus, a result of dedicated efforts to align with environmental principles.
- **Practice:** ? Celebration of World Environment Day, Ozone Day, etc? Competitions and contests ? Talk on Biodiversity
- **Evidence of Success:** The campus features a pristine landscape and a thriving herbal garden. There is a noticeable increase in environmental awareness among students, staff, and management.
- **Problems Encountered and Resources Required:** Budgetary and time limitations
- **Best Practice 2**
- **Title:** "Parivarthan - Transacting Knowledge; Transforming Lives"
- **Objectives:** To help students apply academic knowledge in real-world contexts through community service, fostering moral responsibility and empathy.
- **Context:** St. Paul's College, Kalamassery, is committed to serving the underprivileged, integrating traditional values with modern education and technology.
- **Practice:** ? Old Age home Visit ? Harisree? Special School visit ?Cleanliness Drive ?Public awareness programme ?Women cell activities.
- **Evidence of Success:** The practice has led to valuable service opportunities, accolades, and a strengthened sense of community.

- **Problems Encountered and Resources Required: Budgetary and time limitations**

File Description	Documents
Best practices in the Institutional website	<a href="https://www.stpauls.ac.in/best-practices/">https://www.stpauls.ac.in/best-practices/</a>
Any other relevant information	<a href="https://www.stpauls.ac.in/wp-content/uploads/2025/01/7.2.1-AQAR-23-24.pdf">https://www.stpauls.ac.in/wp-content/uploads/2025/01/7.2.1-AQAR-23-24.pdf</a>

### 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

#### Sanskriti

**Fostering Essential Principles for the Empowerment and Well-Being of Women and Minority Groups**

#### Objectives:

St. Paul's College is dedicated to the holistic development of its students and actively works to create opportunities for marginalized communities.

#### Context:

The college is committed to delivering excellence in higher education to all, with a special emphasis on supporting educationally, socially, and economically marginalized communities. Its aim is to nurture well-rounded individuals by fostering the development of integrated personalities. To achieve this, equity-driven initiatives are actively implemented to uplift and empower those from marginalized backgrounds.

#### Practice

Women's Cell, in collaboration with various departments and the NSS club, organized initiatives like the 'Kanak Campaign' for self-defense training and a menstrual cup distribution event with awareness talks.

## Welfare of Minorities

The College is deeply dedicated to offering educational opportunities to minority students and providing unwavering support during challenging times. In fact, minorities constitute most of the college's student body.

### Evidence of success

Women and students from underprivileged backgrounds have been instrumental in the college's success across academic, extracurricular, and co-curricular fields. Additionally, the initiatives of the college have positively impacted minority educational institutions. These distinctive qualities set the college apart as a leader in the state.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- Encourage teachers to devise courses for FYUG programme.
- Examine the possibility of pursuing academic autonomy in the current situation.
- Integrate additional value-added courses, promote student internships, and encourage enrollment in MOOCs available on platforms like SWAYAM and Coursera.
- Promote increased research publication and encourage more faculty members to complete their research by submitting their theses.
- Explore the feasibility of elevating additional departments to research centers.
- Organize more student placement campaigns.
- Enhance the efficiency of the IQAC by introducing user friendly technologies into the documentation process.
- Revitalize green initiatives that have been hampered by lockdowns
- Construct new classrooms and research rooms.
- Apply for new funding for infrastructural development