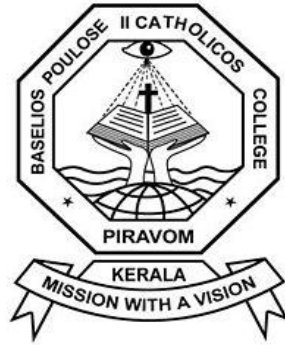


Annual Quality Assurance Report (AQAR)

2017 -18



**Baslios Poulose II Catholicos College,
Piravom- 686 664**



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2013-14)

2017-18

I. Details of the Institution

1.1 Name of the Institution

Baselios Poulouse II Catholicos College,
(BPC College), Piravom.

1.2 Address Line 1

Baselios Mount

Address Line 2

Mulakkulam North

City/Town

Piravom

State

Kerala

Pin Code

686664

Institution e-mail address

principal@bpccollege.ac.in

Contact Nos.

0485-2243474, 2243424

Name of the Head of the Institution:

Dr. Tiji Zachariah, Principal

Tel. No. with STD Code:

0485-2265400

Mobile:

9495383403

Name of the IQAC Co-ordinator:

Dr. Jobin Abraham

Mobile:

9847437898

IQAC e-mail address:

iqacbpc@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner-bottom
of your institution's Accreditation Certificate)

EC/63/A&A/30 dated 23-03-2013

1.5 Website address:

www.bpccollege.ac.in

Web-link of the AQAR:

www.bpccollege.ac.in/IQAC/AQAR 2017-18.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.14	2013	5
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

11/09/2010

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2013-14 submitted to NAAC on 30/03/2016
- ii. AQAR 2014-15 submitted to NAAC on 31/03/2016
- iii. AQAR 2015-16 submitted to NAAC on 28/03/2017
- iv. AQAR 2016-17 submitted to NAAC on 29/12/2017
- v.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid +Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

.

1.11 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University,
Kottayam, Kerala

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC- CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	Minority Status
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	16
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	00
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	00
2.9 Total No. of members	22
2.10 No. of IQAC meetings held	05

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- CHALLENGES AND NEW AVENUES FOR QUALITY SUSTENANCE.
- HEALTHY RELATIONS.

2.14 Significant Activities and contributions made by IQAC

- College website revamped to suit to the new requirements in dynamic form.
- Encouraged teachers to engage in extended academic activities such as journal/book publications.
- Initiated enrolment for NPTEL Certificate courses and proposed time slot for MOOC.
- Took steps for simplifying TC issue process of students.
- Organized regular IQAC and sub-committee meetings, where detailed discussion on curricular and co-curricular aspects were done.
- Took initiatives to commence **Online Courses** and ensured that several staff/ students enrolled.
- Organized academic audit and retreat for introspection and future planning.
- Conducted orientation for fresher's at the time of Degree/PG course commencement.
- Strengthened tutorial group system (Mentoring system).
- Took active initiative on starting two journals
 - I. *Journal of Science and Technology.*
 - II. *Journal of Humanities, Social Science and Management Studies*
- Organized merit day-2018 for recognising achievers.
- Alumni annual meeting held on 26th Dec 2017.
- NCC engaged in several extensional activities, which brought home National Award for NCC Officer, Dr. Sushan P.K.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year. (*Annexure 1*)

Plan of Action	Achievements
Student orientation	<ul style="list-style-type: none"> Organized training programs and motivational classes Gender sensitisation classes Awareness class on Anti-Narcotics etc.
Faculty enrichment	<ul style="list-style-type: none"> Introduced Online courses Organized one day academic audit. Seminar organized. Conducted mock visits to all departments and delivered precise feedbacks.
Initiatives to Promote Research Aptitude	<ul style="list-style-type: none"> Award-instituted for best innovative student project/ideas. Incentives for faculty
Fulfilling social responsibilities	<ul style="list-style-type: none"> Observed days such as yoga day, International day against drug abuse and illicit drug traffic etc. Actively engaged in extension activities
Go green initiative for minimizing environmental hazards	<ul style="list-style-type: none"> Solar lamp installed at various sites Plastic restriction in campus Tree planted. Promoted the use of Bio-fertilizers. Aquaponics system installed.
Feedbacks taken from various stakeholders	<ul style="list-style-type: none"> Feedback from students, Teachers Online Feedback collected from 'SHADOWS'- the Alumni form.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The report was handed over to the Management before forwarding the same to NAAC. Management team studied the report and few suggestions, towards sustaining the quality, were provided for further planning and execution in the Institution. After incorporating such recommendations. the AOAR is finalised for submission.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG			2	
UG	5			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate			3	
Others				1
Total	5		5	1
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7
Trimester	0
Annual	1

1.3 Feedback from stakeholders* Alumni Parents Employers Students

Mode of feedback: Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
(Annexure 2)

Being an affiliated institution, the syllabus is set by the Mahatma Gandhi University. However, as there are eight Members in Board of Studies from the College, the institution has an active role in the University syllabus revision process. Syllabus for degree courses were revised in 2017, and majority of members on staff attended the syllabus revision workshops organized by the university.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Centre for online education for promoting online courses taken up by staff and students. MOOC centre, NPTEL, SWAYAM etc found a place. Dr. Santhosh P.Kuruvilla is the coordinator for the centre. This year almost 130 numbers of staff and students enrolled.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
45	22	13	0	10

2.2 No. of permanent faculty with Ph.D.

12

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

4

0

0

2.5 Faculty participation in conferences and symposia: (*Annexure 3*)

No. of Faculty	International level	National level	State level
Attended Seminars/	1	9	8
Presented papers	3	3	0
Resource Persons	0	6	3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Student centred learning and University exam preparation is given emphasis. Teachers use ICT for teaching. University question papers were discussed and are given as assignment work in order to introduce and accustom the students with the University question paper pattern and thereby eradicating prejudices and exam fear.

2.7 Total No. of actual teaching days during this academic year

183

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Class tests and surprise testes are occasionally conducted. Before college closes for study leave, University examinations question papers are discussed to familiarize the students with question paper pattern and how to answer questions. Retests given for low scorers to help them improve.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

9	3	12
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2.10 Average percentage of attendance of students

88.3%

2.11 Course/Programme wise distribution of pass percentage :
(Annexure 4)

Title of the Programme	Total no. of students appeared	Division				
		A (%)	B (%)	C (%)	D (%)	Passed (%)
B.C.A.	65	15.38	24.61	21.53	0	61.53
B.A.	31	9.67	25.80	12.9	0	48.4
B.Sc. Electronics	57	12.2	15.78	17.78	0	43.85
B.B.A.	64	12.5	43.75	14.06	1.5	71.87
B.Com.	47	27.65	27.65	25.53	2.1	82.97
M.Sc. Electronics	15	Result Awaited				
M.Sc. Computer Science	11	Result Awaited				

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC ensures that as soon as results are published by the University the result reaches the hands of every teacher. The teachers then have to perform result analysis of their subject to analyse and discover the overall performance of students in the previous semester examination. They are also instructed to report to the IQAC if any unprecedented downfall or deviation is found compared to the previous year, so that remedial actions could be initiated for eliminating future non-performances.

- Organized teacher enrichment and recreation programs.
- Encouraged to attend training programs. Registration fee partially or fully paid by the college.
- Teachers were encouraged to present research papers periodically.
- NPTEL course fee for students waived off for motivating to appear for examinations.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	01
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	06
Others	54

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	0	0	0
Technical Staff	5	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Reconstituted the Research Cell.
- Two peer reviewed journals were launched and invited papers for publication in the journal.
 1. The prescient – Journal of Science and Technology.
 2. The prescient – Journal of Humanities, Social Science and Management Studies
- Honoured **Mr. Saji Thomas**, a differently-abled person who developed indigenous helicopter, as a part of our effort to send the message ‘nothing is impossible if one has the desire’.
- Instituted **Shrishti Award** for providing financial support for innovative student project ideas.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications: (*Annexure5*)

	International	National	Others
Peer Review Journals	05		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	03		

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02	01		02
Sponsoring agencies		KSHEC, UGC	KSCSTE & DST		College

3.12 No. of faculty served as experts, chairpersons or resource persons
(**Annexure 6**)

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
01	01					

3.18 No. of faculty from the Institution who are Ph.D. Guides
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level	Nil	State level	357
National level	14	International level	548

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	01	International level	Nil

3.25 No. of Extension activities organized

University forum		College forum	02
NCC	27	NSS	03
		Any other	

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS students actively participated in Jaivam project launched by Mahatma Gandhi University.
- During the seven day camp our students visited several houses and imparted awareness on organic farming in the village of Pampady.
- Another important project was Aquaponics. Fish farming and vegetable garden were implemented and successfully harvested.
- P.G. students installed solar lamps in and around the College premises.
- Energy audit & energy conservation awareness.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20 Acres	Nil		20 Acres
Class rooms	19	Nil		21
Laboratories	4	Nil		4
Seminar Halls	1	Nil		1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Library is fully computerized. Student entry can be registered by reading their ID cards. Also facilities for searching book availability, book reservation via software are available.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22514	3165764	544	128592	23057	3294356
Reference Books	785	30862	-	-	785	30862
e-Books	-	-				
Journals	10	10500	-	-	10	10500
e-Journals	N list	5000	N list	5900		
Digital Database	-	-	-	-		
CD & Video	911	9110	29		940	9110
Others (Manuscripts)	8	-	-	-	8	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	163	99	Labs, Departments, Office, Library	20	0	10	18	16
Added	5	0		0	0	01	01	3
Total	168	99		20	0	11	19	19

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up gradation (Networking, e-Governance etc.)

Awareness and training sessions on using Internet and e-filing of income tax is imparted to non-teaching staffs.

Implemented E-Attendance, Student Portal and Parent Portal.

First years students, at the time of their joining, whoever does not have an email-id are assisted at NRC for creating new personal email-ids.

4.6 Amount spent on maintenance in lakhs :

i) ICT	50,000/-
ii) Campus Infrastructure and facilities	1500000/-
iii) Equipments	65000/-
iv) Others	
Total :	1615000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are well informed about services through multiple means such as College website, notices, announcements etc. At the beginning of the year there is an orientation class for students along with their parents where all useful information is imparted. In addition to this, every classroom is linked by public address system. Notice Boards are also used to display the important information.

5.2 Efforts made by the institution for tracking the progression

Result analysis is done at subject-level, for finding the academic progression. Feedbacks from students are also collected to address if there are any specific issues and help them to circumvent. At the end of the year after the completion of program, necessary guidance is given to find employment based on the feedback collected.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
864	46		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%
	481	52.85

Women	No	%
	429	47.15

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
587	132	03	162	03	887	512	152	03	243	00	910

Demand ratio (Total seats: Applicants) : **359 : 5873**

Dropout % : 0.87%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Special coaching classes are given to students for preparing them for competitive examinations. Model question papers are given to them and also latest study materials are made available in the college library.

Arranged ASAP coaching for 30 selected students.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

There is a Student Counselling Centre. Faculties have done certificate courses in counselling to help the students at time of trouble. Also there is tie-up with a professional counsellor for handling complicated cases, if any arise.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	60	5	15

5.8 Details of gender sensitization programmes

Many programs are staged in the college to eradicate gender discrimination. Women Cell is keen in supporting girl students to empower them and to strengthen them to manage issues single handily. Activists and Counsellors are invited to talk and interact with students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	37	42000/-
Financial support from government	673	3704959/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- TC issue procedure is simplified based on the request from the outgoing students. A committee was set up to study this issue and to propose means for speedy preparation of Transfer certificate.
- New Water coolers are placed.
- Internal examination patterns and schedules modified.
- Special time slot at NRC for MOOC and MOOC registration for all attending students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To develop into a centre of quality and excellence in imparting relevant and value based education to the rural youth

MISSION

- To promote our learners skills in their chosen areas of specialization.
- To facilitate the employability of our learners to give them a vocation through education.
- To collaborate with our stake holders for quality education.
- To make our learners socially committed, morally upright, physically vibrant and spiritually inspired citizens.

6.2 Does the Institution has a management Information System

College office and library is digitalized and hence there is a fast dispensation of information.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Feedback from various stakeholders such as teachers, students and parents are collected and are used accordingly for improving class room instruction. Add-on courses run by external agencies that can help the students are recommended for their benefit. This enhances the employability of the students.

6.3.2 Teaching and Learning

Student centred teaching is given emphasis. Then to evaluate the students, periodic class tests are conducted and feedback is provided to let the students understand their mistakes and correct at the earliest.

6.3.3 Examination and Evaluation

Internal examinations are conducted in a centralized manner. After examination, answer paper are evaluated in a time bound fashion and the results are published on the department notice boards. Following to this, Open house meetings are also summoned to make the parents have a look at their wards academic standing.

6.3.4 Research and Development

This year key emphasis was given to cultivating research aptitude among students. To encourage the students, Shristi Award is instituted to honour the best student project idea.

Teachers were encouraged time to time to attend maximum number of conferences and also to publish papers. Two faculties were awarded PhD degree in Electronics this year by Mahatma Gandhi University, Kottayam.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library has all the software support required for smooth running.
Class rooms are equipped with projector and LED television screens.
All teachers are skilled in using ICT facilities for class room lecturing.

6.3.6 Human Resource Management

All members of the staff, teaching and non teaching, are given opportunities and responsibilities to take part in various campus activities. Different responsibilities and roles are assigned to the staff such that everyone has something to contribute for the Institution. Usually, there is a term of three years after which the roles are strictly rotated so that everyone gets an opportunity to deliver their best.

6.3.7 Faculty and Staff recruitment

Recruitments are done strictly by the University and Government rules and regulations.

6.3.8 Industry Interaction / Collaboration

There are linkages with industries and our students take up internships in various companies and media organizations.

6.3.9 Admission of Students

University procedure, CAP (Centralized Admission Process), is followed. Hence the admission process is highly transparent. During admission time a help desk is setup to help students and parents while seeking admission to programmes offered.

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	2

6.5 Total corpus fund generated

Rs.48,750,00/-

6.6 Whether annual financial audit has been done Yes

No

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

Academic audit at the end of every year is organized. The report presented by the department Heads is evaluated and analysed by the staff in a common meeting conducted at the end of the academic year.

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative	Yes	Deputy Director, College Education	Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

University is keen in conducting exams on time by adhering to the exam calendar prepared at the beginning of the academic year. Examination papers are evaluated by setting up regional valuation camps, where all teachers report without fail. All these efforts minimize the time delay in publishing the semester results.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

As of now there is limited autonomy for affiliated colleges. However, as teachers have representation in bodies such as BoS etc many favourable decisions could be taken.

6.11 Activities and support from the Alumni Association

Old students meet is conducted every year on a permanently fixed date. This year they instituted a scholarship for supporting needy students.

6.12 Activities and support from the Parent – Teacher Association

PTA meeting and open house programs are held in every academic year. Feedbacks are taken which immensely help us to adjust the system favourably and to the benefit of student community.

6.13 Development programmes for support staff

Cultural and recreation programs are conducted to bring together all staff on to the same floor. Staff sports were conducted. Later this year, staff night and get together was also organized so that family members are also well interlinked to the BPC community.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The campus is declared to be a plastic free zone. Students and teachers are prohibited from bringing plastic bags to the campus.

Nature club coordinates activities intended to create awareness on significance of environmental protection. Trees are planted in the college premises. E-waste collection is organized and collections are handed over to the local government authorities for recycling.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Introduced a new Support scheme for student projects and ideas. Students were given an opportunity to present their project ideas in the presence of teachers and students in seminar hall and based on a panel judgement best project idea is selected.

Science in society by installing solar lamps and aquaponics. This gave an opportunity to experiment the classroom lessons.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Two research journals were launched. Constituted the reviewers board and invited papers for the first journal- The prescient -Journal of Science and Technology.

The work of new auditorium is completed.

New Canteen building is nearing completion.

7.3 Give two Best Practices of the institution

Tutorial System – this allows every student to have a teacher as local guardian in the campus.

Internal Examination and Review systems – this allows the students to stay focused and correct their mistakes on time thereby bettering his future prospects.

In addition to the above, our day starts in the morning with a daily quote followed by a prayer song. And on important occasions significance of the calendar day is explained in brief to the students so as to broaden their knowledge and thereby creating a sense of respect for past contributors and greats in the history.

7.4 Contribution to environmental awareness / protection

LED lamps are been extensively used now in the camps. Conducted energy audit in the college neighbourhood.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Students could create a big impact in the rural surroundings by installing Solar lamps in the premises. Our NCC is one of the most active unit in India and was recognized at national level by awarding best NCC Program Officer award to Dr. Sushan P.K.

Initiatives were taken to promote student research ideas by launching special programs in that direction. Community newspaper and online media also did create an impact in enriching campus life.

8. Plans of institution for next year

Many projects for the next academic year are conceived by each department and cells. The notable few are listed below:

- Conduct at least two national seminars.
- Bring out the next volumes of research journals
- Add more e-journals to the collections available in the library.
- Include more e-resources on learning materials to our database.

Name _____ *Dr. Jobin Abraham* _____

Name _____ *Dr.Tiji Zachariah* _____



Signature of the Coordinator, IQAC



Signature of the Principal

_____*_*_*_____

Summary of Activities

MONTH	ACTIVITY
JUNE	<ul style="list-style-type: none"> • SWACHH BHARATH ABIYAN ON 05-06-2017 • ACADEMIC AUDIT & RETREAT • DISTRIBUTED THE IFTAR KITS TO THE STUDENTS OF BPC COLLEGE WHO ARE TAKING THE RAMADAN FAST IN THE HOLY MONTH OF RAMADAN ON 21-06- 2017 • UGC SPONSORED LECTURE SERIES ON “RIGHTS, MARGINALITY AND MEDIA” ON 29-06-17
JULY	<ul style="list-style-type: none"> • DENGUE AWARENESS RALLY AT PIRAVOM ON 04-07-2017 • LECTURE ON ‘DOCUMENTARY MAKING’ • PUBLICATION OF THE COMMUNITY NEWSPAPER <i>KAZHCHA</i> • INAUGURATION OF THE ONLINE NEWS PORTAL ഉൾക്കാഴ്ച.COM • IT QUIZ FOR HIGHER SECONDARY SCHOOL STUDENTS
AUGUST	<ul style="list-style-type: none"> • MUSIC CLUB INAUGURATION ON 08-08-17 • INDEPENDENCE DAY CELEBRATION AT BPC COLLEGE PIRAVOM ON 15-08-2017 • TREE PLANTATION AT PIRAVOM ON 15-08-2017 • COLLEGE UNION ELECTION ON 19-08-2017 • SWACHH BHARATH SHORT FILM ON 24-08-2017 • BPC COLLEGE NCC UNIT ONAM CELEBRATIONS ON 26-08-2017 • JAIVOM 2017 PROJECT BY NSS • INTERNATIONAL WHITE CANE DAY ON 30-08-2017 • ONAM CELEBRATIONS ON 30-06-2017
SEPTEMBER	<ul style="list-style-type: none"> • ANTI DRUG AWARENESS RALLY AT KOTHAMANGALAM ON 02-09-2017 • SWACHH BHARATH ABIYAN ON 23-09-2017

OCTOBER	<ul style="list-style-type: none"> • MOCK VISITS TO ALL DEPARTMENT BY IQAC
NOVEMBER	<ul style="list-style-type: none"> • VIGILANCE AWARENESS WEEK ON 04-11-2017 • BLOOD DONATION AT LAKESHORE HOSPITAL & RESEARCH CENTRE LTD. KOCHI ON 08-11-2017 • POSTER DESIGNING COMPETITION – ANTI-NARCOTICS CELL ON 30-11-17 • AQUAPONICS UNIT IN THE COLLEGE PREMISES BY THE M.SC. ELECTRONICS STUDENTS.
DECEMBER	<ul style="list-style-type: none"> • A CLEANLINESS PROGRAMME BY NSS VOLUNTEERS AT GOVT. AYURVEDA HOSPITAL, PALACHUVADU, PIRAVOM ON 07/12/2017 • ANTI-CORRUPTION DAY ON 08-12-2017 • CAROL NIGHT (CHRISTMAS CHOIR) • CHRISTMAS CELEBRATIONS ON 21-12-17
JANUARY	<ul style="list-style-type: none"> • ONE DAY SEMINAR ON “CHALLENGES AND NEW AVENUES FOR QUALITY SUSTENANCE” ON 05-01-18 • MONTAGE’18- TWO DAY LECTURE SERIES- MEDIA: PRAXIS , ETHICS AND CHALLENGES • COLLEGE ARTS FEST ON 18,19 JAN 2018
FEBURARY	<ul style="list-style-type: none"> • MONTAGE 18’- ALL KERALA INTERCOLLEGIATE MEDIA AND CULTURAL FEST ON 21-02-18 • STATE LEVEL SEMINAR ON GREEN TECHNOLOGIES FOR SUSTAINABLE FUTURE ON 23-02-2018 • FOUR DAY ERUDITE SCHOLAR-IN-RESIDENCE PROGRAMME AND NATIONAL SEMINAR • STATE LEVEL IT FEST FOR COLLEGE STUDENTS
MARCH	<ul style="list-style-type: none"> • AWARENESS PROGRAMME ON “HEALTHY RELATIONS” BY MRS. GRACE LAL ON 01-03-2018 • HAIR DONATION CAMPAIGN FOR DONATING WIGS TO CANCER PATIENTS ON 08-03-2018 • QUIZ COMPETITION – ANTI-NARCOTICS CELL ON 8-03-18 • WORLD WATER DAY ON 22-03-2018 • ORGANIZED A POOLED RECRUITMENT DRIVE BY CRYOPEDIA ARTIFICIAL INTELLIGENCE DEVELOPERS ON 27-03-18

	<ul style="list-style-type: none">• VISITED SNEHABHAVAN, PIRAVOM (REHABILITATION HOME FOR DIFFERENTLY ABLED CHILDREN) ALONG WITH M.SC. ELECTRONICS STUDENTS• INSTALLATION OF SOLAR STREET LIGHT IN THE COLLEGE BY M.SC. ELECTRONICS STUDENTS.• MERIT DAY PROGRAMME.
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University Board of Studies Members

Department of Statistics

- 1) Dr. Bindu Abraham

Department of Electronics

- 2) Dr. Jacob Abraham
- 3) Dr. Jobin Abraham
- 4) Dr. Baby Paul (till Sept 2017)

Department of Computer Applications

- 5) Dr. Jeeva Jose
- 6) Shaju Varughese
- 7) Kurian M.J.

Department of English

- 8) Dr. Saji K.S

Department of Journalism

- 9) Shine P.S

Department of Law

- 10) Regi Joseph (till Sept 2017)

Department of Business Administration

- 11) Tharthiose Paul

Conferences/Seminars/Workshop Participation

Bibu Skaria

- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom

Bince John

- Participated in State Level Seminar on Green Technologies for Sustainable Future held on 23rd February 2018 organized in connection with National Science Day Celebration by the Department of Electronics at B.P.C. College, Piravom Supported by Kerala State Council for Science Technology and Environment and Department of Science and Technology.
- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.
- Attended the Open Defense conducted on 14-11-2017 at school of Computer Sciences for the award of PhD Degree of Ms. Manju Abraham on the thesis entitled “Investigations on RF Identification Tag and reader Antennas using multifractal structures “

Ceena Paul

- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance ,Internal Quality Assurance Committee, BPC College ,Piravom

Dona Mary Roy

- Participated in State Level Seminar on Green Technologies for Sustainable Future held on 23rd February 2018 organized in connection with National Science Day Celebration by the Department of Electronics at B.P.C. College, Piravom Supported by Kerala State Council for Science Technology and Environment and Department of Science and Technology.
- Attended the National Instruments Engineering Education and Research Seminar at Taj Gateway Hotel, Ernakulam on 6th November 2017
- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.
- Attended the Open Defense conducted on 14-11-2017 at school of Computer Sciences for the award of PhD Degree of Ms. Manju Abraham on the thesis entitled “Investigations on RF Identification Tag and reader Antennas using multifractal structures “

Dr. Eldhose T John

- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.

Dr. Jeeva Jose

- One day hands-on Workshop on “Android Development”, organized by Department of Computer Applications, KMM College, Thrikkakara on November 28, 2017.
- Seminar on “Challenges and New Avenues for Quality Sustenance” organized by IQAC, BPC College on January 5, 2018.

Lincy George

- Participated in State Level Seminar on Green Technologies for Sustainable Future held on 23rd February 2018 organized in connection with National Science Day Celebration by the Department of Electronics at B.P.C. College, Piravom Supported by Kerala State Council for Science Technology and Environment and Department of Science and Technology.
- Attended the National Instruments Engineering Education and Research Seminar at Taj Gateway Hotel, Ernakulam on 6th November 2017.
- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.
- Attended the Open Defense conducted on 14-11-2017 at school of Computer Sciences for the award of PhD Degree of Ms. Manju Abraham on the thesis entitled “Investigations on RF Identification Tag and reader Antennas using multifractal structures “

Radhika Raj P.

- National seminar on ‘*Writing lives-Identity, Textuality and Representation*’ at T M Jacob Memorial Govt. College Manimalakkunnu.
- PhD Open Defence at School Of Letters, MG University
- Erudite Scholar in Residence Programme & National Seminar on *Problematic of Nation State: evolving Regionalities and Articulations* at BPC College Piravom.
- Special Lecture series on ‘*Rights, Marginality and Media.*’
- Seminar on ‘*Challenges and New Avenues For Quality Sustenance*’ organized by IQAC at BPC College Piravom.

Regi Joseph

- Erudite Scholar in Residence Programme and National Seminar on Problematic of Nation State: Evolving Regionalities and Articulations organized by Department of English, B.P.C College Piravom in February 2018.

- Seminar on Challenges and new Avenues for quality sustenance organized by IQAC, B.P.C College, Piravom
- Member of Board of Studies (Law), Mahatma Gandhi University, Kottayam. (up to September, 2017)

Saumya John

- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.

Shine P.S.

- Served as resource person and presented a paper titled *Citizenship claims and visual imaginaries: Some field notes from Chengarain* the Two-Day National Seminar organized by the Post Graduate Department of Political Science, Government College, Kottayam on 21st and 22nd November 2017.
- Presented a paper titled *Visibility and Emerging News Publics : An Inquiry into mediations of Post-millennium land struggles in Kerala* in the 4th National Mass Communication Research Conference organized by the Department of Journalism and Mass Communication, University of Calicut on 20,21 & 22 March,2018.
- Details of involvement in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: Chairman Board of Studies (UG) Journalism and mass communication, M G University.
- Workshop on Methodology and Research Writing in Social Sciences organized by Kerala State Higher Education Council

Dr. Sushan P K

Presented Papers at National Level

- ‘Leadership, Management and Power: An Analysis of “I too had a Dream” by Varghese Kurian, National Seminar on “Writing Lives; Identity, Textuality & Representation” conducted at TM Jacob Memorial Government College Koothattukulam organized by The Directorate of Collegiate Education Government of Kerala from 08-12-2016 to 09-12-2016.

Participation at National Level

- National Seminar on Problematic of Nation-State: Evolving Regionalities and Articulations from 09-02-2018 to 12-02-2108 organized by the Department of English with Journalism, BPC College Piravom in association with The post Graduate Department of English, Mar Athanasius College (Autonomous), Kothamangalam as a part of the Four –Day Erudite-Scholar-in-Residence Programme sponsored by The Kerala State Higher Education Council, Government of Kerala.

Participation at State Level

- Seminar on “Challenges and New Avenues for Quality Sustenance”, organized by Internal Quality Assurance Committee (IQAC), BPC College Piravom on 05-01-2018 at BPC College Piravom.
- Seminar on ”Green Technologies for Sustaining Future” organized in connection with National Science Day Celebration by the Department of Electronics at BPC College Piravom supported by Kerala State Council for Science and Technology & Environment and Department of Science and Technology Government of India on 23-02-2018

Ebila Mathew

- One week training programme on Mobile Robotics, Department of Electronics, Cusat.

Varsha Sabu

- Participated in the Seminar on Challenges And New Avenues For Quality Sustenance, Internal Quality Assurance Committee, BPC College, Piravom.

Jobin Abraham

- Attended IEEE International Conference on Intelligent Computing, Instrumentation & Control Technologies (ICICICT-2017), Kannur, Kerala, 6-7 July 2017. Also published a paper listed below:

Jobin Abraham, Dr.Varghese Paul, A Dual Domain Digital Image Watermarking Scheme, IEEE International Conference on Intelligent Computing, Instrumentation & Control Technologies (ICICICT-2017), Kannur, Kerala, 6-7 July 2017, ISBN: 978-1-5090-6102-0

- Attended state level one day seeminar on ‘ LINGAPATHAVIYUDE RASHTRIYUM’ held at St. Peters College, Kolencherry on 12.01.2018
- Attended One day workshop on Anti-narcotics organized by Excise department

Jeen Varghese

- Attended seminar on “Challenges and New Avenues for Quality Sustenance” on 5th January 2018.
- Attended state level seminar on “Green Technologies for sustainable Future” on 23rd February 2018

Reji M. Issac

- Reji M Issac, “A Logical Symbol for Cybernetics for a Smarter World”, IEEE TENSYP 2017 – TECHNOLOGIES FOR SMART CITIES, 14-16 July 2017, Le Meridian, Cochin, Kerala, India (Submitted), At Le Meridian, Cochin, Kerala, India,

URL:https://www.researchgate.net/publication/317175680_A_Logical_Symbol_for_Cybernetics_for_a_Smarter_World, DOI: 10.13140/RG.2.2.12909.59362

- Reji M. Issac, Technical Talk on Current Trends in Machine Learning held at CSI Hall, Kaloor, Cochin on 27th July 2017 organized by Computer Society of India, Cochin Chapter in association with IEEE Kochi Subsection.
- Reji M. Issac, “Cybernetics and human cognition”, International Conference on "Electrical, Electronic Communication, Industrial Engineering and Nano-Technology" (EINT - 2018) organized by Krishi Sanskriti Publications at Convention Center, Jawaharlal Nehru University, New Delhi on 13 January 2018, pp.258-267, p-ISSN: 2349-5804
- Technical Talk on Current Trends in Machine Learning held at CSI Hall, Kaloor, Cochin on 27th July 2017 organized by Computer Society of India, Cochin Chapter in association with IEEE Kochi Subsection.

Sindhu Thomas

- International seminar on *Words, Visuals and Beyond: Mediatization of Narrative Spaces* at Bharata Matha College Thrikkakkara.
- PhD Open Defence at School Of Letters, MG University.
- KSHEC Sponsored Erudite Scholar in Residence Programme & National Seminar on *Problematic of Nation State: evolving Regionalities and Articulations* at BPC College Piravom.
- UGC Sponsored Special Lecture series on ‘*Rights, Marginality and Media.*’ BPC College Piravom.
- Seminar on “*Challenges and New Avenues For Quality Sustenance*” organized by IQAC at BPC College Piravom.

Dr. Eby N. Elias

- Participated in the seminar organized by IQAC on 5/1/18 at B.P.C. Piravom

Dr. Bindu Abraham

- Participated three day scholar support erudite programme conducted by Department of English ,BPC college, Piravom

Dr. Santhosh P. Kuruvilla

- NPTEL Workshop on online certification, FISAT, Ernakulam, 20 July 2017
- Workshop on Peda. Tools by IISER, Pune, SH College, Ernakulam, 11-14 Oct. 2017
- National Seminar on TL by NAAC, St. Aloysius College, Thrissur, 15-16 Feb. 2018.

Dr. Jacob Abraham

- Participated in one day seminar at St. Peters college, Kolencherry on 12.01.2018 organized by AKPCTA, Ernakulam district committee, in connection with the Diamond Jubilee Celebrations

- Participated in two day National Seminar and Workshop on Recent Trends in the Field of Electronics and Communication on 8th and 9th January 2018, at Aquinas College, Edacochin
- Attended a three day workshop on “Redesigning of courses for outcome based education (OBE)” from 17th to 19th January 2018 at M G University campus Kottayam, organized by Kerala State Higher Education Council in association with Mahatma Gandhi University.
- Participated in Erudite – Scholar-in-residence Programme & National Seminar on Problematic of Nation – state: Evolving Regionalities and Articulations from February 09-12, 2018, Sponsored by KSHEC, Government of Kerala.

Manju Abraham

- UHF RFID Dipole Tag with Modified Multi-fractal Cantor Arms for Broadband Operation, 2017 Progress In Electromagnetic Research Symposium — Fall (PIERS — FALL), Singapore, 19–22 November.

Nimmol P. John

- Presented a paper on “Load Balancing of virtual machines in cloud datacenters “. Held at M.E.S College, Marampally.

UNIVERSITY TOP PERFORMERS

(Students with A grades & Ranks)

Sl. No.	Name	Grade	Rank
B.A. English Journalism			
1	Malavika S. Komath	A	
2	Abina Mathew	A	
3	Abhirami N. Chandran	A	
B.B.A.			
1	P. Haritha	A	
2	Ansa N. Kunjumon	A	
3	Aparna P.S.	A	
4	Arunima Aji	A	
5	Neethu Janardhanan	A	
6	Thanuja Jaleel	A	
7	Vidhya K.S.	A	
8	Vishnupriya K.S	A	
B.C.A.			
1	Alphy Mathew	A+	1
2	Arya Anilkumar	A+	7
3	Akash S. Panikar	A	
4	Ankitha P.A.	A	
5	Aparna Mohan	A	
6	Divya Dasan	A	
7	Jasmine A.	A	
8	Jithishna T.A.	A	
9	Maneesha C.C.	A	
10	Sandra P. George	A	
B.Com. Computer Application			
1	Sreedevi S.	A+	5
2	Anna Feba Shaji	A+	6
3	Adarsh Raj	A	
4	Adya Rajeesh	A	
5	Amal Sunny	A	
6	Amala Sabu	A	
7	Arunima Mani	A	

8	Ashna Babu	A	
9	Feby K. Sabu	A	
10	Gheeshamol Joy	A	
11	Kesiya Varghese	A	
12	Pranav Sinoy	A	
13	Vidhya K.R.	A	
B. Sc. Electronics			
1	Abhijith K.A	A	
2	Agraja E.V.	A	
3	Amal Xaviour	A	
4	Greeshma Shine Shaji	A	
5	Revathy Raju	A	
6	Sruthy V.M.	A	
7	Vishnu B. Nair	A	

International Contributions/Journal Publications

- **Shaju Varughese**, Facility Location in Logistic Network Design using Soft Computing Optimization Models, Facility Location in Logistic Network Design using Soft Computing Optimization Models
- **Reji M Issac**, A Logical Symbol for Cybernetics for a Smarter World, IEEE TENSYPMP 2017 – TECHNOLOGIES FOR SMART CITIES, 14-16 July 2017, Le Meridian, Cochin, Kerala, India (Submitted), At Le Meridian, Cochin, Kerala, India, Paper ID: 1570338941
URL:https://www.researchgate.net/publication/317175680_A_Logical_Symbol_for_Cybernetics_for_a_Smarter_World DOI: 10.13140/RG.2.2.12909.59362
- **Reji M Issac**, Cybernetics and human cognition, Advanced Research in Electrical and Electronic Engineering (AREEE), Vol. 4, Issue. 5, 2017, Krishi Sanskriti Publications, New Delhi, October-December 2017, pp.258-267, e-ISSN: 2349-5812.
- **Reji M. Issac**, Symbol of Word, Issac, Reji M (2017): Symbol of Word. Fig share. <https://doi.org/10.6084/m9.figshare.4785520.v1> Retrieved: 09:17, Oct 20, 2017
- **Reji M Issac**, Symbol of Word, Reji M. Issac, "Symbol of Word", IEEE Data port, 2017. [Online]. Available: <http://dx.doi.org/10.21227/H2FW23>. Accessed: Mar. 07, 2017.
- **Dr. Eby N. Elias**, “Content Analysis: A powerful tool for advertising research”, Global journal of engineering science and research management.
- **Dr. Eby N. Elias**, Green marketing and the evolution of green products in the global scenario: A conceptual overview, GE-International journal of management research.
- **Sheba K.U**, Gladston Raj S, Detection Of Lesions In Mammograms Using Grey-Level, Texture And Shape Features, Journal of Advanced Research in Dynamical and Control Systems, pp 919-936, 2017
- **Sheba K.U**, S. Gladston Raj, Moulay Akhloufi, An approach for automatic lesion detection in mammograms, Cogent Engineering Vol.5 Issue.1 2018

Faculty Contributions and Achievements

Jeeva Jose

Resource Person at National Level

- Served as Mentor and Judge for Hackathon 2017 for the Department of Tourism, an initiative of Government of India organized by MHRD and conducted by MBITS, Kothamangalam during April 1-2, 2017.
- Resource Person for the Two-day National level Workshop on “Python Programming” for Indian Navy, held at Kochi during May 26-27, 2017.
- Resource Person for the TEQIP-II Sponsored Faculty Development Programme on “Machine Learning with R” jointly organized by Department of Mathematics & Department of Computer Applications held at TKM College of Engineering during 9-15 January, 2018.
- Chief Guest and Resource Person for Two-Day workshop on “Python Programming” organized by Department of Computer Science, Govt. College for Women (Autonomous), Parade Ground, Jammu, Jammu and Kashmir during February 19-20, 2018.

Resource Person at State Level

- Resource Person for the Add-on Course “Python Programming” offered by Department of Electronics, BPC College, Piravom.
- Resource Person for Two-day workshop on “Python Programming” organized by Department of Physics, St. Teresa’s College (Autonomous), Ernakulam during January 5-6, 2018.
- Member in the Board of Examiners of Question Paper Setters of University of Kerala.
- Chief Examiner in the Board of Examiners of End Semester Examination for MCA at Rajagiri College of Social Sciences, Kalamassery (Autonomous)
- Chairperson for the Question Paper Scrutiny of University of Kerala.
- Chief Examiner for conducting Practical Examination for B.Sc. Computer Application at S H College, Thevara (Autonomous)
- Member in the Board of Examiners of Question Paper Setters of University of Calicut.

Jobin Abraham

- Member, Board of Studies.
- Attended **two** restructuring committee meetings held at MG University (11.04.2017 and 15.12.2017).
- Subject expert, Promotion Screening Committee, for NSS College, Rajakumari on 02.11.2017.

Kurian M.J.
<ul style="list-style-type: none"> • Member of curriculum restructuring of Bachelor of Computer Applications as a faculty member. • Member of Board of Studies of Bachelor of Computer Applications
Radhika Raj P.
<ul style="list-style-type: none"> • Chief Examiner, BA English Semester 1 CBCSS Examination 2017. • Coordinating Committee Member, Erudite Scholar in Residence Program and National Seminar, February 2018. • Member, Fostering Linkages in Academic Innovation and Research (FLAIR).
Regi Joseph
<ul style="list-style-type: none"> • Member of Board of Studies (Law), Mahatma Gandhi University, Kottayam. (up to September, 2017) • Question Paper Setter for Marian College, Kuttikkanam (B.B.A & B.Com.) (Autonomous) • Chief examiner, Business Laws (III Sem. BBA) • Chief examiner, Indian Constitution, Secular State & Sustainable Environment(II Sem. BBA) • Chief examiner, Constitutional Law (I Sem. BA) • Chief examiner, Legal Environment of Business (I Sem. MBA)
Shine P S
<ul style="list-style-type: none"> • Organizing Committee member of Erudite Scholar-in-Residence Programme and National Seminar • Acted as the Editorial advisor of Kazhcha, a community newspaper • published by the students of BA English with Journalism programme
Dr. Sushan P K
<ul style="list-style-type: none"> • Resource Person at All India Trekking Expedition at JNV Kulamavu Idukki organized by NCC Directorate Kerala and Lakshadweep, Trivandrum in the topic titled “Kerala God’s Own Country” on 02-10-2017.
Reji M. Issac
<ul style="list-style-type: none"> • Editorial Board member of Asia-pacific Journal of Nanobot and Biosensors for Medical Diagnosis and Treatment (AJNBM), GV School Publication, http://gvschoolpub.org/journals/AJNBM/ PO Box 5009, Sandy Bay TAS 7005, Australia, ISSN: 2206-4524

Sindhu Thomas

- Coordinated Erudite Scholar –in-residence programme funded by Kerala State Higher Education Council
- Served as question paper setter for various autonomous institutions
- Served as external chief examiner for autonomous colleges.

Dr. Bindu Abraham

- Member of syllabus revision committee.
- Member of board of studies

Dr. Santhosh P. Kuruvilla

- ASAP Review Meeting, District Collectorate, Ernakulam, 17 July 2017.
- Ph. D. Viva-Voce, School of Pure and Applied Physics, M G University, 25 Oct. 2017.
- Ph. D. Viva-Voce, School of Computer Science, M G University 14 Nov. 2017.
- Ph. D. Viva-Voce, School of Computer Science, M G University 30 Jan. 2018.
- Ph. D. Viva-Voce, School of Computer Science, M G University 30 May 2018.
- Chief Examiner, B.Sc. Electronics Examination, Nov 2017.
- Coordinator, State level Essay Competition, APT, Kerala, Jan. 2018.
- Member, Org. Committee, National Science Day, 27-28 Feb. 2018.
- Resource Person, National Science Day, KG College, Pampady, 1 Mar.2018.
- Deputy Chairman cum Chief Examiner, B.Sc. Electronics Examination, April 2018.
- Ext. Asst. Chief Supdt., Mahatma Gandhi University Exam. April-May 2018. DB College, Keezhoor.
- General Secretary, Academy of Physics Teachers, Kerala.

Dr. Jacob Abraham

- Served as Chairman Question paper scrutiny board for B.Sc. Electronics of Kerala University.
- Served as member of question paper setter's panel for M.Sc. Electronics of Kerala University.
- Served as member of question paper setter's panel for B.Sc. Electronics of Kannur University.
- Served as member of question paper setter's panel for BCA /B.Sc. computer science of Assumption College, Changanacherry (Autonomous).
- Served as Chairman Board of Examiners for fifth semester B.Sc. Electronics, of M G University, November 2017.
- Served as Chairman Board of Examiners for Sixth semester B.Sc. Electronics, of M G University, March 2018.
- Served as Chairman Board of Examiners for fifth semester Special supplementary B.Sc. Electronics, of M G University, May 2018.

<ul style="list-style-type: none"> • Served as a member committee for the preparation of model question papers in accordance with the revised syllabi of the under graduate programme effective from 2017-18 academic year • Served as a subject expert for screening committee for the promotion of teachers at MES College, Marampally, Ernakulum dist. • Served as a subject expert for screening committee for the promotion of teachers at NSS College, Rajakumari. • Appointed as member board of studies in Electronics (UG). • Served member of Special vigilance squad of teachers for the prevention of malpractices in the university examinations 2017-2018. • Served as chairman scrutiny board of Kerala University for finalizing the setting of the question papers of third semester B.Sc. Electronics degree Examinations 2017. • Served as chairman scrutiny board of Kerala University for finalizing the setting of the question papers of fifth semester B.Sc. Electronics degree Examinations 2017. • Served as a subject expert in the panel for conducting the interview for FDP substitute teachers in Electronics at NSS College, Rajakumari. Appointed as additional chief superintendent for the conduct of university examinations of 2018 March- April session at Ilahia College of arts and science, Muvattupuzha
Shaju Varughese
<ul style="list-style-type: none"> • Member, Board of studies(Computer Science), M. G University, Kottayam • Member, Special Vigilance squad for University Examinations, M.G University, Kottayam
Tharthiose Paul
<ul style="list-style-type: none"> • Member of syllabus revision committee of Mahatma Gandhi University • Member of board of studies of BBA of Mahatma Gandhi University • Member of Faculty of Mahatma Gandhi University.
Nimmol P. John
<ul style="list-style-type: none"> • Chief Examiner for II sem BCA examination. • Chief Examiner for III sem BCA examination.
Dr. Baby Paul
<ul style="list-style-type: none"> • Coordinator – Addon course in Electronics (Embedded system design and its Applications) • Executive secretary - Alumni Association • QP setter for CUSAT &Kerala University