



# THE COCHIN COLLEGE

Koovapadam, Kochi-2

Affiliated To Mahatma Gandhi University

Re-accredited by NAAC With B+ Grade



Fourth Cycle  
NAAC Accreditation 2024

## Criterion 6 Governance, Leadership and Management

### 6.5 - Internal Quality Assurance System

Metric No. 6.5.2

Quality assurance initiatives of the institution include: *Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented, Academic and Administrative Audit (AAA) and follow-up action taken, Collaborative quality initiatives with other institution(s), Participation in NIRF and other recognized rankings, Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.*

**Follow up actions on AAA: 2019-2020**

Submitted to



National Assessment and Accreditation Council



# THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: [www.thecochincollege.edu.in](http://www.thecochincollege.edu.in)

email: [email@thecochincollege.edu.in](mailto:email@thecochincollege.edu.in)

## Declaration on Principal

This is to declare that the following document contains the Action Taken Report on AAA for the year 2019-2020.

Mrudula Menon V.





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## Action Taken Report on AAA - 2019-20

### 1. Faculty Details

**Observation:** The faculty members at the institution have demonstrated a high level of academic achievement, with many holding Ph.D. degrees from prestigious universities such as Mahatma Gandhi University, Bharathiar University, Cochin University of Science and Technology, and others. Additionally, several faculty members have qualified for the National Eligibility Test (NET), indicating their strong academic foundation.

#### Action Taken:

- **Faculty Development Programs (FDPs):** To further enhance the teaching capabilities of our faculty, we organized a series of FDPs focusing on innovative teaching methodologies, curriculum design, and the integration of technology in teaching. These programs were well-received, and feedback indicated a significant improvement in teaching practices.
- **Research and Publications:** Faculty members were encouraged to engage in research activities and publish their findings in reputed journals. We provided access to advanced research tools, databases, and funded travel for conferences to present their work.
- **Post-Doctoral Opportunities:** Faculty were guided on applying for post-doctoral fellowships and research grants, both nationally and internationally, to further their academic careers.
- **Mentorship Program:** A mentorship program was established where senior faculty members provided guidance and support to junior faculty, helping them in career development, research, and teaching.

### 2. Faculty Development Programmes Conducted (2019-20)

**Observation:** During the academic year 2019-20, the college organized several FDPs that focused on areas critical to both faculty and institutional development. These included sessions on laboratory safety, emotional intelligence, soft skills, and fostering an entrepreneurial mindset among students.

#### Action Taken:

- **Effectiveness Evaluation:** Post-program evaluations were conducted to assess the effectiveness of these FDPs. Faculty members provided positive feedback, especially on the sessions related to emotional intelligence and soft skills, which they found to be highly applicable in managing classroom dynamics.





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- **Follow-Up Sessions:** Based on the feedback, follow-up sessions were arranged to delve deeper into topics that required more attention, particularly laboratory safety and compliance. These sessions aimed at ensuring that all faculty members are fully equipped to handle laboratory environments safely.
- **Future Planning:** We have planned additional FDPs for the next academic year, focusing on digital pedagogy, research methodology, and advanced statistical tools. This is in response to the growing need for faculty to adapt to online teaching environments and data-driven research.

### 3. Co-Curricular and NSS Activities (2019-20)

**Observation:** The institution has a strong commitment to holistic education, as reflected in the diverse range of co-curricular activities and NSS programs conducted throughout the year. These activities not only foster teamwork and leadership among students but also instill values of social responsibility and community service.

#### Action Taken:

- **NSS Volunteer Recruitment:** Recognizing the impact of NSS activities, efforts were made to recruit more volunteers. Orientation programs were held to inform students about the benefits of participating in NSS, leading to a significant increase in volunteer numbers.
- **Collaboration with Local Authorities:** We strengthened our collaboration with local government bodies and NGOs to expand the scope of our NSS activities. This included joint initiatives in areas such as flood relief, drug awareness, and environmental conservation.
- **Introduction of New Initiatives:** To keep up with contemporary issues, we introduced new co-curricular initiatives focusing on mental health awareness, digital literacy, and sustainable development. These initiatives were integrated into the curriculum as well as extracurricular activities, ensuring a comprehensive approach to student development.
- **Recognition and Awards:** The college instituted awards and recognition programs for outstanding contributions in co-curricular and NSS activities, motivating students to actively participate and excel in these areas.

### 4. Result Analysis

**Observation:** The academic performance of students across various programs has been commendable, with pass percentages consistently above 80% in most cases. Some programs, such as M.Com and B.Sc. Botany, even achieved a 100% pass rate, reflecting the effectiveness of the teaching methodologies and student support systems in place.





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## Action Taken:

- **Curriculum Review:** For programs where pass rates were comparatively lower, a detailed curriculum review was undertaken. This involved revisiting the syllabus, assessment methods, and teaching strategies to identify areas for improvement.
- **Academic Support:** Additional academic support was provided in the form of remedial classes, peer tutoring, and online resources. This was particularly focused on subjects where students faced the most difficulty, ensuring that all students have the opportunity to succeed.
- **Departmental Recognition:** Departments that achieved high pass rates were recognized in faculty meetings and provided with additional resources to continue their good work. This practice was aimed at fostering a culture of academic excellence across all departments.
- **Student Counseling:** Academic counseling sessions were held for students at risk of underperforming. These sessions helped in identifying their challenges and providing tailored support to improve their performance.

## 5. Library as Learning Resource (2019-20)

**Observation:** The college library remains a vital resource for both students and faculty, with significant investments made in books, periodicals, journals, and e-resources. The availability of online resources such as e-journals and databases like N-List has greatly supported research and academic work.

### Action Taken:

- **Enhanced E-Resource Access:** To support the increasing demand for digital resources, we expanded our subscription to e-journals and databases. This included acquiring access to additional platforms that offer a broader range of academic materials.
- **Training Workshops:** Workshops were conducted for both students and faculty to familiarize them with the available e-resources and how to effectively use them for research and study. This ensured that the resources are being utilized to their full potential.
- **Library Updates:** The library's physical collection was regularly updated with the latest editions of textbooks and reference materials. Additionally, we introduced a suggestion system where students and faculty could recommend books and journals to be added to the library's collection.





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- **Digital Library Expansion:** Plans were initiated to further develop the digital library by integrating more e-books and expanding remote access capabilities. This was particularly important in light of the increasing reliance on online learning.

## 6. IT Infrastructure

**Observation:** The institution places a strong emphasis on maintaining and upgrading its IT infrastructure to support both academic and administrative functions. The planned upgrade of internet bandwidth and the maintenance of IT equipment are indicative of the college's commitment to technological advancement.

### Action Taken:

- **Internet Bandwidth Upgrade:** The internet bandwidth was successfully upgraded from 8 MBPS to 30 MBPS, significantly improving the connectivity across the campus. This upgrade has facilitated smoother online learning, research, and administrative processes.
- **IT Needs Assessment:** A comprehensive survey was conducted across departments to assess IT needs. Based on the survey results, necessary upgrades and purchases were made, including new computers, software, and other IT equipment.
- **IT Support Enhancement:** The IT support system was bolstered by recruiting additional technical staff and allocating a larger budget for IT maintenance. This has led to quicker resolution of technical issues and more efficient management of IT resources.
- **Security and Surveillance:** The college enhanced its IT security measures by installing advanced antivirus software and expanding the surveillance system across the campus. This has improved both cybersecurity and physical security on the premises.

## 7. Smart Classroom and Computer Lab

**Observation:** The institution's investment in smart classrooms and computer labs has provided students with access to modern, technology-driven learning environments. These facilities have become integral to the delivery of the curriculum, especially in science and technology courses.

### Action Taken:





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- Expansion of Smart Classrooms:** Recognizing the benefits of interactive learning, we expanded the use of smart classrooms to more departments. These classrooms are equipped with the latest teaching aids, including interactive whiteboards, projectors, and audio-visual systems.
- Software and Hardware Updates:** The computer labs were updated with new software and hardware to keep pace with technological advancements. This included the installation of the latest operating systems, specialized software for various courses, and high-performance computers.
- Faculty Training:** Faculty members were provided with training on how to effectively integrate smart classroom technologies into their teaching. This included workshops on using interactive tools, creating engaging presentations, and managing online resources.
- Student Feedback:** Regular feedback was collected from students regarding the use of smart classrooms and computer labs. This feedback was used to make further improvements, ensuring that the facilities meet the evolving needs of students.
- Collaborations and Partnerships:** We explored collaborations with tech companies to keep our IT infrastructure updated. Partnerships were established to provide students with exposure to the latest industry trends and technologies.

