RE-ACCREDITATION REPORT

Submitted to

The National Assessment and Accreditation Council

CMS COLLEGE KOTTAYAM
Kerala 686 001

(Affiliated to Mahatma Gandhi University, Kottayam)

February 2006

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Part I of RAR Institutional Data (e – Format)

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A.General

1	Type of College	Government			
		Grant –in-aid			✔
		Constituent			
		Self-funded			
		Any Other			
2	Date, month and year of establishment of the college	dd	mm		yyyy
		06	**01**		**1817**
3	Is it recognized by UGC	**Yes**	✔	No	
	If yes, Date of UGC recognition	2(f) 12(B)	dd	mm	yyyy
					1970
4	Location of the College	Urban			
		Semi Urban			✔
		Rural			
		Tribal			
		Any Other			

B.Criterion-wise Inputs

Criterion 1: Curricular Aspects

1	Number of Programme Options	**47**

2	Number of subjects taught in the institution	**60**		

3	No. of overseas programmes on campus and income earned	No.	Amount	Agency
		1	**$1200 pm**	

4	Does the college offer self funded programmes	**Yes**	✔	No			
	If Yes, how many courses?						**21**

5	Inter/ multidisciplinary programmes	**Yes**	✔	No		No.	**13**
6	Programmes with semester	**Yes**	✔	No		No.	**18**
7	Programmes with choice based credit system	Yes		**No**	✔	No.	
8	Programmes with elective options	**Yes**	✔	No		No.	**28**
9	Courses offered in Modular form	Yes		**No**	✔	No.	
10	Courses with ICT enabled teaching – learning process	**Yes**	✔	No		No.	**9**
11	Programmes where assessment of teacher by the students has been introduced	**Yes**	✔	No		No.	**28**
12	Programmes with faculty exchange / visiting faculty	**Yes**	✔	No		No.	**3**
13	New Programmes (UG and PG) introduced during the last five years	**Yes**	✔	No		No.	**12**
14	Subjects with major syllabus revision was done during the last five years	**Yes**	✔	No		No.	**15**
15	Obligatory internship (UGC + other vocational programmes)	**Yes**	✔	No		No.	**5**

16	Contemporary courses	**Yes**	✔	No		No.	**11**

17	Feedback obtained from employers	**Yes**	✔	No	

18	Course evaluation made	**Yes**	✔	No	

19	Any Other (Specify) 1. Total Computer Literacy Programme aimed at providing basic computer training to all the students of the College 2. Success Through Communication aimed at improving the communicative skills of the students 3. Entrance Coaching for CAT/MAT in collaboration with a prominent coaching agency TIME. 4. Career Oriented Add-on Courses aimed at making the students employable 5. Value added courses to enrich the existing courses 6. Special Coaching for GATE/UGC-CSIR NET.

Criterion 2: Teaching, Learning and Evaluation

1	Number of working days in the last academic year	**189**

2	Number of teaching days in the last academic year	**176**

3	No. of positions sanctioned and filled (Post sanctioned by government of Kerala)	Sanctioned	Filled
	Teaching	**105**	**95**
	Non-Teaching	**84**	**50**
	Technical	**5**	**5**

4	Number of overseas persons:				
	Faculty	**Yes**	✔	No	
	If Yes, how many?	**One**			

5. a	Number of regular and permanent teachers	**M**	**W**	**Total**
	Professors	**0**	**0**	**0**
	Readers	**4**	**1**	**5**
	Lecturers	**52**	**37**	**90**
	Total	**56**	**38**	**95**

5. b	Number of temporary teachers	**M**	**W**	**Total**
	Lecturers – Full-Time	**3**	**18**	**21**
	Lecturers – Part-Time	**0**	**0**	**0**
	Lecturers – Management Appointees – Full-Time	**5**	**24**	**29**
	Lecturers – Management Appointees – Part-Time	**28**	**11**	**39**
	Any Other	**5**	**3**	**8**
	Total	**41**	**56**	**97**

5.c	Number of teachers	
	Same State	**192**
	Other State	**0**
	Total	**192**

6.a	Number of qualified (and approved) teachers and their percentage in the total faculty strength	**No.**	**Percentage**
		107	**55.73%**

6.b	Teacher – Student Ratio	**1:14 (2044/145)**

6.c	Number of Faculty Development Programmes availed of by teachers (during the last five years)	00-01	01-02	02-03	03-04	04-05
	Refresher Course	**8**	**6**	**5**	**4**	**4**
	Orientation Course	**4**	**3**	**1**	**0**	**1**
	Any Other	**2**	**1**	**2**	**2**	**2**
	Total	**13**	**10**	**8**	**6**	**7**

6.d	Number of faculty development programmes organised by the college: (during the last five years)	00-01	01-02	02-03	03-04	04-05
	Seminars/ workshops/Symposia on curricular development, teaching-learning, assessment etc	**1**	**1**	**1**	**1**	**1**
	Research Development Programmes	**0**	**1**	**1**	**1**	**0**
	Invited/Endowment lectures	**1**	**1**	**1**	**1**	**1**
	Any Other area (Specify)	**0**	**0**	**2**	**3**	**3**
	Total	**2**	**2**	**5**	**6**	**5**

7	Does the college have the tutor ward system	**Yes**	✔	**No**	
	If yes, how many students are under the care of a teacher for systematic academic work?	**10 – 20**			

8	Remedial programmes offered	**Yes**	✔	**No**	**No**	**7**

9	Bridge courses offered	**Yes**	✔	**No**	**No**	**1**

10.a	Self Appraisal of Faculty	**Yes**	✔	**No**	
b	Student Assessment of Faculty performance	**Yes**	✔	**No**	
c	Expert assessment of faculty performance	**Yes**	✔	**No**	
d	Additional administrative work done by faculty / staff	**Yes**	✔	**No**	
	If yes, number of hours spent by the faculty per week	**5 to 8 hours on an average**			

11	**Any other** (Specify) 1. Preparation of teachers work plan in the beginning of the year / semester 2. Wide use of audio visual aids 3. Adequate number of practicals 4. Digital library 5. Merit based appointment of teachers 6. Study tours 7. Appraising the parents about the performance of the students 8. Minimum two internal examinations (compulsory) 9. Publication of the internal evaluation results in the college intranet 10. Peer Teaching, Earn-While-You-Learn.

Criterion 3: Research, Consultancy and Extension

1	**Research Collaboration**				
	National	**Yes**	✔	**No**	
	If yes, how many?	**17**			
	Overseas	**Yes**	✔	**No**	
	If yes, how many?	**5**			
	Consultancy earnings	**Yes**		**No**	✔
	If yes, how much?	**Consultancy is done without charging any fees**			

2	**Number of teachers with PhD and their percentage in the total faculty strength**	**No**	**36**	**%**	**37**

3	**Furnish the following details for the past five years**	**00-01**	**01-02**	**02-03**	**03-04**	**04-05**	**Total**
a	Number of teachers who have availed themselves of the /faculty Development Programme of the UGC	**14**	**03**	**0**	**0**	**6**	**23**
b	Number of national / international conferences organised by the college	**1**	**3**	**2**	**1**	**3**	**10**

4	**Research Projects**				
a	Does the college have research projects	**Yes**		**No**	
	If yes, how many?	**24**			
b	Provide the following details about the research projects				

Type	**Position**	**No**	**Agency**	**Amount**
Major Projects	**Yes**	**2**	UGC -1 (Dr.Jayakumari Issac) DST – 1 (Dr.M.Sreelatha)	**Rs. 5,48,650** **Rs.10,00.000**
Minor Projects	**Yes**	**18**	UGC	**Rs.8,27,000**
College Projects	**Yes**	**1**	Socio-Economic Analysis of a Backward Colony undertaken by the NSS	**Rs.15,000**

			Volunteers of the College.	
Industry Sponsored	**Yes**	**1**	BioProducts & Diagnostics PVT.Ltd., Thiruvanathapuram	**Rs.5,00,000**
Any Other (Specify)	**Yes**	**2**	Ministry of Food Processing, GOI -1 (George V. Kallarackal) Ministry of Family and Social Welfare – 1 (Dr.Anooja Thomas)	**Rs.1,00,000** **Rs.70,000**
No. of Student Research Projects	**Yes**	**270 per year**	**College provides necessary infrastructure and consumables to the students to carry out the research projects**	

5	**Research Publications (Subsequent to first assessment)**

International Journals	Yes	✔	No		No.	**9**
National Journals – Referred Papers	Yes	✔	No		No.	**59**
College Journal	Yes		No	✔	No.	**0**
Books	Yes	✔	No		No.	**09**
Abstracts	Yes	✔	No		No.	**04**
Any Other (Specify)- Publications in popular journals and magazines	Yes	✔	No		No.	**26**

Mean Impact Factor of the best research journals in which publications were made (last 5 years)

Awards, recognition, patents etc., if any (specify)

1. Two of the former faculty members are NAAC Peer Team members
2. Thayattu Award for Literary Criticism to Dr. Babu Cherian,
3. Teacher Invitee to Indian Academy of Sciences – Dr.U. Mathai, Dr.Zacharia Oommen and Mr. Jacob George.
4. Dr.C.I Issac is member of the UGC Panel Project Approval.

5. Mr.P.C John is the President of the Zoological Society of Kerala
6. Dr.Anooja Thomas is the President of the Indian Dietetics Association
7. Dr.M.Sasidharan Pillai of the Malayalam Departments awarded Bheema Puraskar for Children's Literature for 2005.

6	**Presentation of Research papers**	**Yes**	✔	**No**	
	If yes, number of papers presented at				
	National Seminars	**36**			
	International Seminars	**08**			
	Any other research activity (Specify)				

7	**Number of other curricular / co-curricular meets** organised by other agencies (such as Rotary Lions etc.) on Campus	**25 – 30 Programmes per year**

8	**Extension Centres**	**Yes**	✔	**No**	
	Year of Establishment	**2004**			

9	**Number of regular extension programmes organised by NSS, NCC etc**.,	**5 – 7 programmes in a year**

10	**Any Other (Specify)m** **1. Six departments, viz, Botany, Chemistry, Commerce, Physics, Zoology and English are Research Centres approved by the M.G University** **2. The College has a separate Common Instrumentation Centre to facilitate research in science subjects** **3. Department of Sociology participates in Geriatrics Care project of WE CARE along with Department of Social Work, BCM College Kottayam and Department of Police Govt.of Kerala** **4. Two teachers, Dr. Abraham Samuel, and Dr. K.V George conducts programmes for propagating Mushroom cultivation** **5. Department of Home Science conducts nutrition education programmes** **6. George Sudharshan Centre for Computer Science acts as a consultation centre for computer and physics studies.** **7. Department of Economics gives technical assistance to local bodies in preparing annual plans, budgets etc.**

Criterion 4: Infrastructure and Learning Resources

1	**Campus area in acres**	**32.5 acres**

2	**Working hours of the Library**	
	On working days	**9.00a.m to 5.00p.m**
	On holidays	**10.00am to 1.00pm**

3	**Open access**	**Yes**	✔	**No**	

4	**Total Collection**	
a	Books	**63672**
b	Text books	**58716**
c	Reference books	**4956**
d	Magazines	**28**
e	Current journals	
	Indian Journals	**54**
	Foreign Journals	**20**
f	Peer reviewed Journals	**4**
g	Back volumes of Journals	**96**
h	E- Information resources	
	CDs/DVDs	**85**
	Databases	
	Online Journals	**4,000**
	AV Resources	
i	Special collection	
	UNO Depository Centre	
	World bank Repository	
	Materials acquired under special schemes (IEEE, ACM, NBHM, DST etc)	
	Competitive Examinations	**Yes**
	Book Bank	**Yes**
	Braille materials	**Yes**
	Manuscripts	**Yes**
	Any other (Specify) 1. Unique collection of 200 volumes of the records of the missionaries of the Church Missionary Society from 1800 onwards which throw much light in to the history and culture of Kerala during the 19th and 20th centuries. 2. Manuscripts in Palm Leaves	

5	Number of books / journals / periodicals added during the last **two** years and their cost			
Types	**2003-04**		**2004-05**	
	Number	**Cost (Rs.)**	**Number**	**Cost(Rs.)**
Text books	994	3,34,846	1083	2,06,010
Other books	86	2,850	49	2,112
Journals / Periodicals	103	96,276	103	96,276
Any Other				
Total		**4,31,972**		**3,04,398**

6	**Mention the Library area**	
	Total carpet area of the Central Library (in Sq.Ft)	**21,786.15 sq.ft**
	Number of Department Libraries	**10**
	Average carpet area of the department libraries	**150-200 sq.ft**
	Seating capacity of the Central Library	**200 persons**

7	**Automation of Library**	**Yes**	✔	**No**	
	If yes, Fully automated	**Yes**	✔	**No**	
	Partially Automated			**No**	
	Name of the application software used	Customised software "BookStack" developed by IPSR			

8	**Percentage of Library budget in relation to total budget** (2004-05 actual)	**1.05%**

9	**Services / facilities in the library**	
	Circulation	**Yes**
	Clipping	**Yes**
	Bibliographic compilation	**No**
	Reference	**Yes**
	Photocopying	**Yes**
	Computer and printing	**Yes**
	Internet	**Yes**
	Digitalization	**Yes**
	Inter-library loan	**No**

	Power Back-up	**Yes**
	Information display and notification	**Yes**
	User orientation / information literacy	**Yes**
	Any others (please specify) 1. Separate reference section 2. Separate reading room for journals and periodicals detached from the Main Library 3. Departmental Reading Rooms	

10	**Students allowed to retain books for examinations**	**Yes**	✔	**No**	

11	**Furnish Library usage data**	
	Average number of books issued / returned per day	**165 -175**
	Average number of users who visited / consulted per month	**5100**
	Ratio of library books to number of students enrolled	**32:1**

12	**Computer Terminals**	**156 (86+10+60)**
	Departments with computer facilities	**15 (13+2)**
	Budgets allotted for computers in the last academic year	**Rs.6,00,000**
	Amount spent on maintenance and upgrading of computer facilities in the last academic year	**Rs.1,31,121**

13	**Workshop / Instrumentation Centre**	**Yes**	✔	**No**	
	If yes, year of establishment	**2005**			
	Any Other 1. All departments are networked with underground Optical Fibre Cable 2. All departments have broadband Internet connection from BSNL 3. Separate browsing centre 4. Annual Maintenance Contract for computers 5. Independent laboratories for the departments of Botany, Bio-Technology, Chemistry, Physics, Zoology, and Family and Community Science.				

14	**Health Centre**	**Yes**	✔	**No**	
	If yes, year of establishment	**2005**			

15	**Residential Accommodation**						
	Faculty*	**Yes**	✔	**No**	Year of Estb.	**1819**
	Non-Teaching Staff**	**Yes**	✔	**No**	Year of Estb.	**1913**
	* for the Principal only ** Only for temporary stay					

16	**Hostels**	**Yes**	✔	**No**			
	If yes, no.of students residing in hostels - Men	**Yes**	✔	**No**		**No.**	**20**
	No.of students residing in hostels - Women	**Yes**	✔	**No**		**No.**	**123**

17	**Sports fields**	**Yes**	✔	**No**	Year of Estb.	**1948**

18	**Gymnasium**	**Yes**		**No**	✔	Year of Estb	

19	**Women rest rooms**	**Yes**	✔	**No**	Year of Estb.	**2001**

20	**Transport**	**Yes**		**No** ✔	Year of Estb.	**NA**

21	**Any Other (Specify)**
	1. Herbal Garden 2. Butterfly garden 3. Animal House 4. Green House 5. Educational Technology Lab 6. Language Lab 7. Solar Panel for Power Generation in collaboration with ANERT 8. Separate Sports fields for Cricket, Football, Softball, and Basket Ball 9. Public Address System 10. EPBX 11. Four independent wells for potable water 12. Four water coolers at different locations 13. Rain water harvesting facility with a capacity of 1,50,000 Ltr. water 14. Dedicated Transformer 15. Rotary Printer (Press)

Criterion 5: Student Support and Progression

1	Are there any overseas students	**Yes**		**No**	✔
	If yes, how many				

2	**Student Strength**

2001-2002																		
Student Enrolment	**UG**			**PG**			**M.Phil**			**PhD**			**Diploma / Certificate**			**Self Funded**		
	M	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**
No of students from the same state where the college is located	408	731	1139	67	253	320	The College is not allowed to conduct M.Phil Courses by the Mahatma Gandhi University			16	21	37	32	21	53			
No.of students from other states																		
No. of NRI students	18	26	44	8	13	21												
No. of overseas students																		
Total	426	757	1183	75	266	341				16	21	37	32	21	53	-	-	-

Total Students:- M-549, W-1065, T-1614

2002-2003																		
Student Enrolment	**UG**			**PG**			**M.Phil**			**PhD**			**Diploma / Certificate**			**Self Funded**		
	M	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**
No of students from the same state where the college is located	438	694	1132	54	267	321	The College is not allowed to conduct M.Phil Courses by the Mahatma Gandhi University			15	22	37	68	30	98	19	78	97
No.of students from other states																		
No. of NRI students	19	35	54	8	12	20										0	2	2
No. of overseas students																		
Total	457	729	1186	62	279	341				15	22	37	68	30	98	19	80	99

Total Students:- M-621, W-1130, T-1761

2003-2004

Student Enrolment	UG			PG			M.Phil			PhD			Diploma / Certificate			Self Funded		
	M	W	T	M	W	T	M	W	T	M	W	T	M	W	T	M	W	T
No of students from the same state where the college is located	502	633	1135	56	273	329	The College is not allowed to conduct M.Phil Courses by the Mahatma Gandhi University			16	23	39	83	31	114	46	03	03
No.of students from other states																		
No. of NRI students	16	35	51	7	14	21										0	3	3
No. of overseas students																		
Total	518	668	1186	63	287	350				16	23	39	83	31	114	46	163	209

M – 726, W – 1172, T - 1898

2004-2005

Student Enrolment	UG			PG			M.Phil			PhD			Diploma / Certificate			Self Funded		
	M	W	T	M	W	T	M	W	T	M	W	T	M	W	T	M	W	T
No of students from the same state where the college is located	499	547	1046	58	253	311	The College is not allowed to conduct M.Phil Courses by the Mahatma Gandhi University			22	20	42	110	40	150	73	211	284
No.of students from other states																		
No. of NRI students	22	39	61	9	15	24										1	3	4
No. of overseas students																		
Total	521	586	1107	67	268	335				22	20	42	110	40	150	74	214	288

M – 794, W – 1128, T - 1922

2005-2006																		
Student Enrolment	**UG**			**PG**			**M.Phil**			**PhD**			**Diploma / Certificate**			**Self Funded**		
	M	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**	**M**	**W**	**T**
No of students from the same state where the college is located	580	576	1146	64	246	310	**The College is not allowed to conduct M.Phil Courses by the Mahatma Gandhi University**			22	27	49	123	47	170	83	227	310
No.of students from other states	0	0	0	0	0	0				0	0	0	0	0	0	0	0	0
No. of NRI students	24	42	76	10	17	27										1	4	5
No. of overseas students	0	0	0	0	0	0				0	0	0	0	0	0	0	0	0
Total	604	618	1222	74	263	337				22	27	49	123	47	170	84	231	315

M – 907, W – 1186, T – 2093 (2044 Students and 49 PhD Scholars)

2. b	Dropout rate in UG and PG for the last two batches	**2003-04**	**1%**	**2004-05**	**1%**

3	**Student freeships and scholarships** (Last year)	**No.**	**Amount**
	Endowments	**6**	**10,890**
	Freeships	**3**	**30,000**
	Scholarship (Government)		**1,11,065**
	Scholarship (Institution)	**18**	**11,000**
	No. of Loan Facilities		
	Any other student financial support scheme (Specify). **Assistance is given to economically disadvantages students at he auspices of Oasis, set up by the Parent Teacher Association**.		

4	**Does the college obtain feedback from students on their major campus experience**	**Yes**	✔	**No**	

5	**Major College Cultural Events (Last year data)**

Type of programme / Event	**Organised**			**Participated**		
	Yes	**No**	**No.**	**Yes**	**No**	**No.**
Inter-Collegiate	✔		**6**	✔		**42**
Inter-University				✔		**12**

National						
Any Other (Specify)						
Total			**6**			**54**

6	**Examination Results (**past five years)

	UG					PG					M.Phil				
	1	**2**	**3**	**4**	**5**	**1**	**2**	**3**	**4**	**5**	**1**	**2**	**3**	**4**	**5**
% of pass	83	90	81	74	90	86	70	88	57	61	**The College is not allowed to conduct M.Phil Courses.**				
No. of first classes	162	173	126	83	155	23	50	59	61	88					
No. of distinctions	24	22	50	48	65										

Note: In the case of PG courses, distinctions are clubbed with first classes

7	**No. of students who have passed the following during the last five years***

Name of Examination	**2000-01**	**2001-02**	**2002-03**	**2003-04**	**2004-05**
NET	6	8	11	12	14
SLET	16	22	27	34	32
CAT	8	11	16	19	23
TOEFL	1	3	2	2	3
GRE	-	-	-	-	-
G-MAT	1	-	-	1	-
Civil Service (IAS etc)	-	-	-	-	-
Defence Entrance	2	3	2	4	2
Other Service	5	3	4	4	3
Any Other (specify) C.A	8	12	7	6	8

* It is only a partial list. The college does not have a comprehensive data of student progression.

8	**Student Counselling Centre**	**Yes**	✔	**No**	Year of Estb.	**2004**

9	**Grievance Redressal Cell**	**Yes**	✔	**No**	Year of Estb.	**2005**

10	**Alumni Centre**	**Yes**	✔	**No**	Year of Estb.	**1992**

11	**Parent Teacher Association**	**Yes**	✔	**No**	Year of Estb.	**1979**

12	**Any other (Specify)** **1. Career Guidance Centre** **2. Students Cooperative Society for the supply of text books, note books, stationery etc at reasonable price** **3. OASIS to provide food for the financially weak students** **4. NCC and NSS** **5. Brains Trust aims at the intellectual development of the students** **6. Tourism Club** **7. Film club** **8. Entrepreneurship club** **9. Readers' forum** **10. Jyothis – Association of girl students** **11. Two documentary films – Oblomov and Deivathinte Mukham – were made.** **12. Kerala Day celebrations on Nov.1 every year is a cultural event of the whole college.**

Criterion 6: Organisation and Management

1. Percentage of posts filled under reserved categories

a. Teaching

SC/ST	**NA**
MBC	**NA**
BC	**NA**
OC	**3%**
Any Other	**NA**

b. Non-Teaching

SC/ST	**NA**
MBC	**NA**
BC	**NA**
OC	**50%**
Any Other	**NA**

2. Particulars of Ministerial Staff

a. Non-Teaching Staff

Permanent	M	**42**	W	**8**
Temporary	M	**8**	W	**13**

b. Technical Assistants

Permanent	M	**5**	W	**0**
Temporary	M	**3**	W	**0**

c. Teaching – Non-Teaching Staff Ratio **2.43:1 (192/79)**

3. Number of Management Appointees

Non-Teaching	M	**8**	W	**13**
Tech.Assistants	M	**3**	W	**0**

4. Number of non-teaching staff development programmes

2000-01	2001-02	2002-03	2003-04	2004-05
1	**1**	**1**	**1**	**3**

5. IQAC

Yes	✔	No		Year of Estb	**2004**

6. **Financial resources of the college** (approximate amounts) last year data

Grant in Aid	**2,50,00,000**
Fees	**8,75,000**
Donation	**5,00,000**
Self Funded Courses	**30,00,000**
Any Other (Specify)	

Computer Centre (GSC)	4,50,000
Hostel Rent	5,00,000
PTA	8,50,000
Off Campus Centre	20,00,000

7. Budget estimates

Budget Expenditure	2004-05	2005-06
% Spent on salary of Faculty	58.84	54.65
%Spent on salary of non-teaching employees including estate workers	15.40	12.34
% Spent on books and journals	01.05	02.07
% spent on Building developmental assistance	01.96	05.12
% Spent on maintenance, electricity, water sports, examinations, hostels, student amenities etc.	13.16	12.18
% Spent on academic activities of departments, laboratories, green house, animal house etc.	08.81	10.48
% Spent on equipment, research, teaching aids, seminars, contingency etc.	00.79	03.17

8. Dates of meeting Academic and Administrative Bodies

Name of the Body	2004-05	2005-06
Governing Body	3	2
IQAC	12	14
Internal Administration Bodies (Mention only those of three most important bodies)		
a. Heads of Departments	14	12
b. Examination committee	6	5
c. Wardens Council	6	5
Any Others (Specify)		
General Staff meeting	3	3
Student Affairs Committee	3	3
Purchase Committee	5	5
Building committee	1	3
PTA Meeting	2	2
Sub-committees of the Management Board	4	4

9. Welfare Schemes for the Academic Community

Amount

Loans*	Yes	✔	No		Rs.1,10,43,984
Medical Attention**	Yes	✔	No		Rs.1,40,000

Any bother (Specify) **OASIS – A programme conceived and implemented by the PTA to provide food, medical aid and educational assistance to the economically disadvantaged students. The money required to run the programme is contributed by the Teachers voluntarily.**

* Loan is provided through the CMS College Staff Cooperative Society

** Financial assistance is given to the needy members of the staff as and when a situation arises.

10. ICT Supported Units

Offices	**Yes**	✔	No	
Student Records	**Yes**	✔	No	
Career Counseling	**Yes**	✔	No	
Aptitude Testing	**Yes**	✔	No	
Examinations	**Yes**	✔	No	
Any Other (Specify)				
Library	**Yes**	✔	No	
Faculty Evaluation	**Yes**	✔	No	
Internal Evaluation	**Yes**	✔	No	
Attendance	**Yes**	✔	No	

11. Any Other (Specify)

1. **Class Committees consisting four to five students (including prefects)in each class**
2. **Prefects council**
3. **Wardens council**
4. **Self sustained funding mechanism (off-campus, self financing courses and computer centre)**

Criterion 7: Healthy practices

1	**No. of MOUs with industry / other agencies**	**10**
	Internship with industry	**03**
	Any Other (Specify) 1. Tie up with Chethana Film Institute – Trichur 2. Tie up with Film Academy of Kerala 3. Tie up with Kottayam Nature Society 4. Tie up with Kottayam Chartered Accountants Association for CA Coaching 5. Tie up with TIME for MBA Entrance Coaching 6. Tie up with WE CARE for geriatric care programme 7. TIES 8. Zoological Society	

2	**Does the college have Dept. of Continuing Education?**	**Yes**	✔	**No**	

3	**Does the college have Value Education Course / Module?**	**Yes**	✔	**No**	

4	**Does the college have a Women's Studies Centre?**	**Yes**	✔	**No**			
	If yes, provide the following details about the activities of the Centre.						
	Academic Programmes	**Yes**	✔	**No**		**No.**	**1**
	Projects	**Yes**	✔	**No**		**No.**	**1**
	Exchange (Visiting / training – National and International)	**Yes**	✔	**No**		**No.**	**1**
	Any Other (Specify)	**Conducting awareness programmes on social causes**					

5	**Any Other(Specify)** **1. Every day college starts with secular morning prayer by the Principal through the public address system** **2. Chapel service on three days every week** **3. Village adoption scheme of the NSS** 4. Class committees to coordinate co-curricular activities on class basis 5. Need based development of courses and designing of curriculum 6. Academic Fest - 7. Finishing Course for the final year students.

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Botany

1	Name of the Department	**BOTANY**
2	Year of Establishment	**1964**
3	No. of Teachers (Current year)	**17 full-time and 5 part-time**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Five**
6	No. of Ongoing Projects	**Two**
7	Ratio of Students to Teachers	**13:1**
8	No. of Books in the Departmental Library	**185**
9	No. of Journals / Periodicals	**Five**
10	No. of computers	**Five**
11	Research Projects Completed last year & their Outlay	**One**
12	Success Rate of Students (last year)	**95%**
13	Annual Budget (Last Year)	**Rs.60,000***
14	Faculty who have attended National / International Seminars (Last five years)	**Six**
15	Awards and recognitions received by faculty (last five years)	**One**
16	Publications by Faculty (last five years)	**08**
17	No. of Students passed in NET/SLET etc(last five years)	**Two**

*Amount provided exclusively for the Department alone is considered. Financial Assistance from, UGC, Salary Grant, Students' fees, and financial assistance for projects and seminars from various agencies are not included.

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Chemistry

1	Name of the Department	**CHEMISTRY**
2	Year of Establishment	**1957**
3	No. of Teachers (Current year)	**23**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**4**
6	No. of Ongoing Projects	**6**
7	Ratio of Students to Teachers	**9.43:1**
8	No. of Books in the Departmental Library	**300**
9	No. of Journals / Periodicals	**3**
10	No. of computers	**6**
11	Research Projects Completed last year & their Outlay	**Nil**
12	Success Rate of Students (last year)	**91%**
13	Annual Budget (Last Year)	**Rs.1,00,000**
14	Faculty who have attended National / International Seminars (Last five years)	**7**
15	Awards and recognitions received by faculty (last five years)	**Three**
16	Publications by Faculty (last five years)	**7**
17	No. of Students passed in NET/SLET etc(last five years)	**5**

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Commerce

1	Name of the Department	**COMMERCE**
2	Year of Establishment	**1961**
3	No. of Teachers (Current year)	**09**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**One**
6	No. of Ongoing Projects	**One**
7	Ratio of Students to Teachers	**23:1**
8	No. of Books in the Departmental Library	**387 books and 273 Dissertations**
9	No. of Journals / Periodicals	**03**
10	No. of computers	**23**
11	Research Projects Completed last year & their Outlay	**One, Rs.70,000**
12	Success Rate of Students (last year)	**94%**
13	Annual Budget (Last Year)	**Rs.178,040***
14	Faculty who have attended National / International Seminars (Last five years)	**Two**
15	Awards and recognitions received by faculty (last five years)	**One PhD and One M.Phil**
16	Publications by Faculty (last five years)	**3**
17	No. of Students passed in NET/SLET etc(last five years)	**8**

*Amount provided exclusively for the Department alone is considered. Financial Assistance from, UGC, Salary Grant, Students' fees, and financial assistance for projects and seminars from various agencies are not included.

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Economics

1	Name of the Department	**ECONOMICS**
2	Year of Establishment	**1981**
3	No. of Teachers (Current year)	**Eight**
4	No. of Administrative Staff	**One**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**One**
7	Ratio of Students to Teachers	**23:1**
8	No. of Books in the Departmental Library	**160**
9	No. of Journals / Periodicals	**Two**
10	No. of computers	**One**
11	Research Projects Completed last year & their Outlay	**One Rs.20,000**
12	Success Rate of Students (last year)	**92%**
13	Annual Budget (Last Year)	**13,000***
14	Faculty who have attended National / International Seminars (Last five years)	**One**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**Two Books and two papers**
17	No. of Students passed in NET/SLET etc(last five years)	**N.A**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of English

1	Name of the Department	**ENGLISH**
2	Year of Establishment	**1953**
3	No. of Teachers (Current year)	**12**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**Nil**
7	Ratio of Students to Teachers	**11 : 1**
8	No. of Books in the Departmental Library	**300**
9	No. of Journals / Periodicals	**Nil**
10	No. of computers	**2**
11	Research Projects Completed last year & their Outlay	**Nil**
12	Success Rate of Students (last year)	**95%**
13	Annual Budget (Last Year)	**25000***
14	Faculty who have attended National / International Seminars (Last five years)	**National - 12** **International- 2**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**2 papers**
17	No. of Students passed in NET/SLET etc(last five years)	**1**

*Amount provided exclusively for the Department alone is considered. Financial Assistance from, UGC, Salary Grant, Students' fees, and financial assistance for projects and seminars from various agencies are not included.

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Hindi

1	Name of the Department	**HINDI**
2	Year of Establishment	**1943**
3	No. of Teachers (Current year)	**4**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**1**
7	Ratio of Students to Teachers	**N.A**
8	No. of Books in the Departmental Library	**N.A**
9	No. of Journals / Periodicals	**N.A**
10	No. of computers	**1**
11	Research Projects Completed last year & their Outlay	**Nil**
12	Success Rate of Students (last year)	**100%**
13	Annual Budget (Last Year)	**Nil**
14	Faculty who have attended National / International Seminars (Last five years)	**Nil**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**2**
17	No. of Students passed in NET/SLET etc(last five years)	**N.A**

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of History

1	Name of the Department	**HISTORY**
2	Year of Establishment	**1950**
3	No. of Teachers (Current year)	**9**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**Nil**
7	Ratio of Students to Teachers	**17.88:1**
8	No. of Books in the Departmental Library	**N.A**
9	No. of Journals / Periodicals	**N.A**
10	No. of computers	**1**
11	Research Projects Completed last year & their Outlay	**1**
12	Success Rate of Students (last year)	**76%**
13	Annual Budget (Last Year)	**Rs.13,000***
14	Faculty who have attended National / International Seminars (Last five years)	**Nil**
15	Awards and recognitions received by faculty (last five years)	**2**
16	Publications by Faculty (last five years)	**4**
17	No. of Students passed in NET/SLET etc(last five years)	**Nil**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Family and Community Science

1	Name of the Department	**FAMILY AND COMMUNITY SCIENCE**
2	Year of Establishment	**1959**
3	No. of Teachers (Current year)	**6**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**1**
6	No. of Ongoing Projects	**1**
7	Ratio of Students to Teachers	**9.83:1**
8	No. of Books in the Departmental Library	**NA**
9	No. of Journals / Periodicals	**1**
10	No. of computers	**4**
11	Research Projects Completed last year & their Outlay	**One, Rs.70,000**
12	Success Rate of Students (last year)	**100**
13	Annual Budget (Last Year)	**Rs.5,000***
14	Faculty who have attended National / International Seminars (Last five years)	**3**
15	Awards and recognitions received by faculty (last five years)	**2**
16	Publications by Faculty (last five years)	**11**
17	No. of Students passed in NET/SLET etc(last five years)	**Nil**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Malayalam

1	Name of the Department	**MALAYALAM**
2	Year of Establishment	**1817**
3	No. of Teachers (Current year)	**6**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**1**
7	Ratio of Students to Teachers	**20:1**
8	No. of Books in the Departmental Library	**1234**
9	No. of Journals / Periodicals	**4**
10	No. of computers	**8**
11	Research Projects Completed last year & their Outlay	**One, Rs.20,000**
12	Success Rate of Students (last year)	**91%**
13	Annual Budget (Last Year)	**Rs.7,500***
14	Faculty who have attended National / International Seminars (Last five years)	**Nil**
15	Awards and recognitions received by faculty (last five years)	**3**
16	Publications by Faculty (last five years)	**2 Books**
17	No. of Students passed in NET/SLET etc(last five years)	**NA**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Mathematics

1	Name of the Department	**MATHEMATICS**
2	Year of Establishment	**1950**
3	No. of Teachers (Current year)	**Eight**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**Nil**
7	Ratio of Students to Teachers	**17.5:1**
8	No. of Books in the Departmental Library	**NA**
9	No. of Journals / Periodicals	**Four**
10	No. of computers	**Six**
11	Research Projects Completed last year & their Outlay	**One**
12	Success Rate of Students (last year)	**90.68%**
13	Annual Budget (Last Year)	**Rs.40,000***
14	Faculty who have attended National / International Seminars (Last five years)	**Eight**
15	Awards and recognitions received by faculty (last five years)	**One PhD**
16	Publications by Faculty (last five years)	**Nine**
17	No. of Students passed in NET/SLET etc(last five years)	**Three**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Physical Education

1	Name of the Department	**Physical Education**
2	Year of Establishment	**1950**
3	No. of Teachers (Current year)	**1**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**Nil**
7	Ratio of Students to Teachers	**NA**
8	No. of Books in the Departmental Library	**Nil**
9	No. of Journals / Periodicals	**Nil**
10	No. of computers	**Nil**
11	Research Projects Completed last year & their Outlay	**Nil**
12	Success Rate of Students (last year)	**NA**
13	Annual Budget (Last Year)	**Rs.30,000***
14	Faculty who have attended National / International Seminars (Last five years)	**Nil**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**Nil**
17	No. of Students passed in NET/SLET etc(last five years)	**N.A**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Physics

1	Name of the Department	**PHYSICS**
2	Year of Establishment	**1959**
3	No. of Teachers (Current year)	**11**
4	No. of Administrative Staff	**1**
5	No. of Technical Staff	**5**
6	No. of Ongoing Projects	**1**
7	Ratio of Students to Teachers	**15.72:1**
8	No. of Books in the Departmental Library	**113**
9	No. of Journals / Periodicals	**15**
10	No. of computers	**11**
11	Research Projects Completed last year & their Outlay	**3 (ongoing)** **Rs.16,00,000**
12	Success Rate of Students (last year)	**88%**
13	Annual Budget (Last Year)	**80,000***
14	Faculty who have attended National / International Seminars (Last five years)	**3**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**8**
17	No. of Students passed in NET/SLET etc(last five years)	**41**

*Amount provided exclusively for the Department alone is considered. Financial Assistance from, UGC, Salary Grant, Students' fees, and financial assistance for projects and seminars from various agencies are not included.

Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Sociology

1	Name of the Department	**SOCIOLOGY**
2	Year of Establishment	**1965**
3	No. of Teachers (Current year)	**5**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**Nil**
6	No. of Ongoing Projects	**Nil**
7	Ratio of Students to Teachers	**5:1**
8	No. of Books in the Departmental Library	**30**
9	No. of Journals / Periodicals	**6**
10	No. of computers	**2**
11	Research Projects Completed last year & their Outlay	**1**
12	Success Rate of Students (last year)	**69%**
13	Annual Budget (Last Year)	**Rs.23,000***
14	Faculty who have attended National / International Seminars (Last five years)	**4**
15	Awards and recognitions received by faculty (last five years)	**Nil**
16	Publications by Faculty (last five years)	**7**
17	No. of Students passed in NET/SLET etc(last five years)	**5**

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Part I of RAR Institutional Data (e – Format)

C. Profile of the Department

Department of Zoology

1	Name of the Department	**ZOOLOGY**
2	Year of Establishment	**1955**
3	No. of Teachers (Current year)	**8**
4	No. of Administrative Staff	**Nil**
5	No. of Technical Staff	**4**
6	No. of Ongoing Projects	**2**
7	Ratio of Students to Teachers	**20:1**
8	No. of Books in the Departmental Library	**220**
9	No. of Journals / Periodicals	**1**
10	No. of computers	**3**
11	Research Projects Completed last year & their Outlay	**2**
12	Success Rate of Students (last year)	**95**
13	Annual Budget (Last Year)	**Rs.33,000***
14	Faculty who have attended National / International Seminars (Last five years)	**5**
15	Awards and recognitions received by faculty (last five years)	**2**
16	Publications by Faculty (last five years)	**7**
17	No. of Students passed in NET/SLET etc(last five years)	**5**

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RE-ACCREDITATION REPORT

Part II – The Evaluative Report

Submitted to

The National Assessment and Accreditation Council

CMS COLLEGE, KOTTAYAM

Kerala 686 001

(Affiliated to Mahatma Gandhi University, Kottayam)

February 2006

CERTIFICATION OF THE RE-ACCREDITATION REPORT

This Re-Accreditation Report is submitted to the National Assessment and Accreditation Council for the Re-Accreditation of the College.

We certify that the college community has actively participated in the preparation of the report and we believe that the Re-Accreditation Report accurately reflects the nature and substance of the institution.

Signed:-

Rt.Rev.Thomas Samuel (Manager of the College)

Mr.Korula Issac (Principal of the College)

Mr. P.C John (Vice-Principal, representing the Council of Heads)

Mr.Jacob George (Convener, IQAC)

Mr. John Chandy (Staff Secretary)

The Process of Preparing the Re-Accreditation Report

February 2004	Official inauguration of the IQAC by Dr.K.R.Narayanan, former President of India and the illustrious alumnus of the College.
August 2004	Formation of Criteria Committees with IQAC members as coordinators. Mr.T,M Yesudasan (Curricular Aspects) Mr. P.C John (Teaching, Learning and Evaluation) Mr. Jacob George (Research, Consultancy and Extension) Mr John Chandy (Infrastructure and Learning Resources) Mr.David Abraham (Student Support and Progression) Dr.Tomy Mathew (Organisation and Management) Dr.Rachel Mathew (Healthy Practices)
December 2004	Preparation of detailed guidelines for the Evaluative Report
June 2005	Preparation of criteria-wise reports
October 2005	Draft of criteria-wise reports
November 2005	Detailed discussion on the draft reports by the IQAC
December 2005	Consolidation of the criteria-wise reports
January 2006	Preparation of the reports of the departments and sub-units
February 5, 2006	Final draft before the IQAC
February 20, 2006	IQAC makes critical comments on the Report
February 21, 2006	Presentation of the Report in the Council of Heads
February 22, 2006	Presentation of the Report in the Staff Meeting
February 23, 2006	Review Committee approves the Report
February 24, 2006	IQAC approves the Report
February 26,2006	The Manager approves the Report
February 28,2006	Submission of the Re-Accreditation Report to the NAAC

ACKNOWLEDGEMENTS

The CMS College is a culture and an emotion, a beautiful pattern that unites generations scattered all over the globe. Founded by the early English missionaries it is a synthesis of the orient and the occident; a western seed which found its soil in a remote eastern land. Indeed the CMS College has always had a unique role in the educational scenario of the nation.

This report is the concerted effort of the entire college community. The Governing Board headed by the Manager, Rt. Rev. Thomas Samuel, Bishop of the Madhya Kerala Diocese of the Church of South India, acted as the spiritual force that always guided us. The IQAC members worked in unison to make this challenging task possible. Prof.C.A.Abraham (former Principal) and Dr.Joseph P.Varghese, (former HOD, Botany) who are members of the NAAC peer team, rendered valuable help at various stages. The contribution of Prof.P.C.John, the vice-Principal, is remarkable. The Heads of the Departments also contributed significantly. The review committee with Dr.Alice K.Thomas, Sri.George Kurian, Dr.Sreekanta Kurup, Dr.Rajan K.John, Dr. K.V.George and Dr.Varghese C. Joshua as members did an excellent job. The editing was done meticulously by Smt.Susan Varghese, Smt.Sobhana Kurien and Sri.Jacob Eapen Kunnath. The efforts of Mr.Jacob George and Dr.Tomy Mathew need special mention. The design of the report is effectively carried out by Dr.Abraham Samuel K.

I place on record my sincere thanks to all the members of the teaching and non-teaching staff, the students, the parents and the alumni, who toil together to make this institution truly great.

We should admit that the NAAC is the driving force which prompted us to undertake this endeavour. We appreciate the admirable work the NAAC has been doing for improving the quality of higher education in the country.

Kottayam *28-2-2006*	*Principal* *Prof. Korula Issac*

Executive Summary

Established in 1817 by the Church Missionary Society, London, the CMS College has a long and chequered history that verges on two centuries and has moulded the lives and careers of thousands of men and women who have played no mean part in the history of the nation. The most illustrious of them is without doubt Dr. K.R.Narayanan, the former President of India.

In 1999 the College was accredited by the National Assessment and Accreditation Council at the Five Star level. The Peer Team which visited the College was greatly impressed by the College and its various departments, the capabilities of the staff and the students, particularly the rapport among the various constituents that serve to run a College efficiently. In 2004 the College was approved by the University Grants Commission as a College with Potential for Excellence.

As the College prepares itself for re-accreditation, it is worthwhile to look back and recount the steps that have been taken in the last five years to bring the College in tune with the present times. There have been significant developments in all directions. The curricula have been revised, novel methods of teaching are employed, a large number of research works are undertaken, many student welfare programmes have been implemented, the infrastructure has been built up and the organisation of the College has been streamlined. A number of healthy practices followed here allow the College to be truly unique. The vision of the founding fathers which emphasises upon the search for truth continues to guide the College in all its endeavours.

Curricular Aspects.

In order to cater to the needs of the students from diverse backgrounds, the college has been taking all the efforts to provide an appropriate curriculum. Accordingly the college has started 18 new courses, revised the curriculum of two courses and designed the curriculum for five courses during the last five years. With 10 faculty members on the various Boards of Studies and seven members on the Panel of Subject Experts, the college contributes to the curriculum designing at the University level also.

Teaching, Learning and Evaluation

The Academic Calendar, Teachers' Work Plan, Wardenship, Tutorial System, Remedial Teaching **,** transparent Internal Assessment, Series Tests and Class-wise PTA meetings provide solid foundation for the teaching- learning and

evaluation process. Teaching is now more participatory and less of a monologue. A very novel method is that of teaching the subject itself by using soft skills which enable the student to learn not only his subject in the most interesting manner but also the art of effective communication and adequate expression. Other techniques employed are peer teaching, seminars, debates, quizzes as well as lecture demonstrations, picturisation, real life experience and the like. Free internet access, digital library and computer aided teaching make the learning experience more effective.

Research, Consultancy and Extension

During the last five years 22 teachers availed of FIP of the UGC for doing PhD/M.Phil and 24 projects, both major and minor, were taken up by the faculty. Consultancy is given in areas like Local Planning, Medicinal Plants, Diet and Nutrition, Project Preparation, and Statistical Analysis. The College also takes up various extension activities like training in Mushroom Cultivation, Making of Paper Carry Bags, Vermi-Composting, Nutrition Education, Computer Literacy, Geriatric Care and Blood Donation. For carrying out the research, consultancy and extension activities, the college has established linkage with various universities and institutions in India and abroad.

Infrastructure and Learning Resources

With the objective of improving the quality of the academic and administrative activities, the college creates and maintains adequate infrastructure and learning resources. The major infrastructure developments during the last five years include construction of new buildings, networking of the campus, computerisation of the library, automation of the office, and setting up of utilities like rain water harvesting, dedicated transformer and rotary printer. Learning resources were augmented in quantity and variety with the procurement of audio-visual devices, computers, softwares, and books and journals.

Student Support and Progression

The College caters to the needs of over 2000 students from diverse backgrounds. The women students outnumber the men students. More than 50% of the students belong to the economically and socially disadvantaged sections of the society. The success rate on an average is 75-80% and the dropout rate is around 1%. The college has the support services like, Counselling Centre, Career Guidance Centre and Alumni Association. To help the economically disadvantaged students,

the college has various mechanisms like the “Oasis”. The functioning of 23 clubs and associations contributes to the holistic personality development of the students.

Organisation and Management

The organisation structure of the college provides much autonomy and flexibility. Various committees have been constituted for decision making. Norms of appointments are transparent and established. There is a sound system of performance evaluation. The college conducts staff development programmes for teaching and non-teaching staff. On the resource mobilisation front, the college is able to generate necessary funds from various sources.

Healthy Practices

The experience of nearly two centuries in which time tested practices have evolved to give the College a uniqueness in functioning and practice. Democratic form of management, emphasis on value based education, inculcation of social responsibilities and citizenship habits, good teacher-student relationship, concern for the disadvantaged and the eternal quest for excellence are some of the healthy practices the College follows to transform campus life into a complete learning experience.

The CMS College has made a ‘quantum leap’ in its endeavours since the first accreditation by the NAAC. The rigorous but rewarding process of re-accreditation has helped it rediscover the hidden talents and potentials. For sure, the National Assessment and Accreditation Council is a great catalyst in our stride towards excellence.

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Criterion I

Curricular Aspects

A. Goal Orientation

The CMS College, formerly known as *The College, Cotym,* was established in 1817 by the Church Missionary Society, London. Pioneered by the Western missionaries, and patronized by the native rulers as well as the representatives of the British Empire, CMS College is the first institution to offer secular learning at the level of Higher Education in South India.

The College endeavours to live up to the Motto **Thy Word is Truth** which had been chosen by and tirelessly practised by the founding fathers of the College. This motto which forms a part of Verse 17 in Chapter 17 of the Gospel of St.John sustained the early missionaries and inspired them to give quality liberal education to the people of Kerala as a means by which they could realise the eternal truth for themselves. The quest for truth leads one to the awareness that doing good to others up to the extent of even the supreme sacrifice ultimately leads to self actualisation and fullness of life. Based on the Motto the college made its vision as *The CMS College shall be an institution of higher education dedicated to excellence in teaching and learning, by providing high quality, value based liberal education, in a learner-centred, eco-friendly, traditional but technology blended environment, that fosters life long learning and prepares young men and women to be leaders of utmost integrity, selflessness, global vision and concern for the disadvantaged*

The college aims at an integral personality development of the young. It commits itself to the promotion of justice and peace; preservation of the integrity of creation; responsible use of cybernetics and mass media; fostering of wholesome and simple lifestyles; combating of corruption, violence, criminalisation and the oppression of the marginalized; nurturing of transparency and probity in private and public life; promotion of national integration; and empowering of the powerless particularly the poor, *dalits*, women and other vulnerable sections of the society.

To translate the vision and commitment into action the college community strives with the following objectives:

- To impart advanced knowledge in the respective disciplines along with necessary skills, by which a person will earn a living.
- To achieve high academic standards in an atmosphere of autonomy.
- To develop leadership of high calibre and integrity.
- To foster research activities for the creation of new knowledge.

- To strengthen the spiritual life.
- To function as the critique and conscience of the society.
- To maintain and promote the cultural heritage of the nation, and preserve the bio-diversity of the region.
- To maintain the highest level of quality in the delivery of its services and to ensure maximum transparency in its functions.
- To ensure optimum utilisation of the resources for the benefit of the society as a whole.

The academic programmes, the research and extension activities and the co-curricular avenues are designed in such a way as to translate these goals, vision and mission to action. Launching of need based courses, designing of curricula, introduction of value added and career oriented courses are done with a view to justify the goals and objectives of the institution. The goals and objectives cover a wide spectrum of considerations such as **Intellectual Development** (Research Centres, seminars, workshops), **Academic progress** (new courses), **Access to the Disadvantaged** (discretionary quota of the management in admissions), **Equity** (special programmes for women and the socially challenged, remedial teaching), **Self Development** (Success through Communication programme, various clubs and associations) **Community and National Development** (NSS and NCC, Geriatric care, seminars, and other extension activities), **Ecology and environment** (Campus Greening, Herbal Garden, and Plastic Free Campus), **Value Orientation** (value education), **Employment** (Career oriented add-on courses, career counselling), **Integration of Technology** (Networked campus, free internet access, computer literacy, digital library, language lab and library automation), and **Global Demand** (new and need based course under self financing and distant modes, such as Biotechnology, MBA and Computer courses).

B. Curriculum Development and Design

The rich heritage and legacy of the college is an important factor in the curricular aspects. The founders of this college are also the founders of the printing press in Malayalam, designers of Malayalam type casts, compilers of the first Malayalam dictionary and texts on grammar, and translators of the Bible. The first novel in Kerala was written in this campus by the wife of a Principal[1] and published in the college journal *Vidyasangrah.*

[1] The novel 'The Slayer Slain' was written by Mrs. Frances Collins, wife of Rev.Richard Collins who was Principal of the College from 1855 to 1865. The novel was later translated into Malayalam.

From the perspective of design and development there are four categories of curricula:

a. **Curricula Designed by the University**:- As an affiliated college, the CMS College follows the curriculum designed by the Mahatma Gandhi University. As members of various Boards of Studies, many of our teachers have made significant contributions in curriculum designing. Presently 10 members of the faculty are members of the Board of Studies of various disciplines in the University[2]. Seven members are on the panel of subject experts of the University for approval of courses and colleges[3]. The teachers of the college actively participated in the Core Committees constituted by the University for the Curriculum Restructuring of Undergraduate Courses and Semesterisation of Post Graduate Courses. The Department of Zoology, being the headquarters of the Zoological Society of Kerala, piloted the whole restructuring of Zoology curricula (both Undergraduate and Post graduate) in the MG University.

b. **Curricula designed by the teachers of the college and approved by the University**: - The teachers of the college have designed the syllabi and curriculum of two courses, namely, Triple Main B.A Communicative English and B.A Vocational Malayalam which were later approved by the University to be introduced in colleges under the jurisdiction of the M.G University. Besides, the teachers of the Department of Commerce designed the curriculum of Post Graduate Diploma in Professional Accounting and the teachers of the Department of Family and Community Science have come up with the curriculum for the PG Diploma in Dietetics.

c. **Curricula designed by the teachers of the college and supported by the UGC:**- As part of the Vocationalisation of First Degree Courses Programme of the UGC, the college designed the curriculum of 19 courses of which three were approved by the UGC and the M.G University. The courses are (1) Web Designing and Animation, (2) Ornamental Fish Culture and (3) Fashion Designing.

d. **Curricula designed by other universities and institutions**:- The College also conducts certain programmes of other universities and institutions such as BSc-IT, MSc-IT, MBA-IT and M.Sc Bio-Informatics courses of the Sikkim Manipal University and Diploma in Animation course of the KELTRON. These courses are conducted as per the syllabi prescribed by the respective university or institution.

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[2] List of teachers who are members of various Boards of Studies is enclosed as Appendix VI

[3] List of teachers who are on the Panel of Subject Experts is enclosed as Appendix V

While designing/restructuring curriculum and introducing new courses and programmes, due consideration is given for **interdisciplinary approach** (MSc-Bioinformatics, MBA-IT), **global trends in higher education** (BSc. and MSc. Biotechnology, B.A Communicative English), **UGC Norms** (M.A Economics and M.A History), and **emerging needs** (B.Com with Computer Applications, Career Oriented Add-on Courses, Fashion Designing, and Multimedia).

To meet the emerging needs and global trends, the existing syllabi are enriched and complemented with inputs in the form of orientation workshops, lectures, seminars, career guidance and skill-oriented training. Efforts are also made to enrich the existing courses by introducing value added programmes like training in Accounting Software to the B.Com students and Research Methodology for BSc. Zoology students even though they are not included in the curriculum prescribed by the University. In conformity with the contemporary trend, majority of the courses (33 out of 47) focus on experiential learning including practicals and work experience.

During the last few years special programmes were introduced which would **develop the skills** (Total Computer Literacy Programme and Success Through Communication), **offer career training** (courses like PG Diploma in Dietetics, PG Diploma in Professional Accounting, Fashion Designing, Multimedia, B. A Vocational Malayalam and B. A Communicative English) and **promote community orientation** (Training in Mushroom cultivation and Carry Bag making).

There is a concerted effort on the part of the college to ensure that there are adequate programmes and facilities for the development of multi-skills like computer skills, communication skills, language skills, information literacy, interpersonal relations, value education and thrust on ICT. Accordingly, the college has effectively implemented programmes like:-

a. **Total Computer Literacy Programme** which aims at making all the students of the college *computer literate*,
b. **Success Through Communication** which aims at improving the communication skills of the students,
c. **Establishment of a Language Lab** which aims at improving the language proficiency of the students,
d. **Digital Library** which aims at providing library resources electronically to all the students,
e. **Free Internet Connectivity** which aims at enabling the students to have access to resources globally,

f. **Value Education Classes** which have been conducted in the college since 1992, based on a well-defined curriculum with civic rights and duties, consumer protection, time management, and Gandhian thought as its contents aims at the development of the personality of the students.

g. **The activities of various clubs, associations and forums** constitute a supplementary curriculum imparting ethical, moral, and aesthetic forms of knowledge whereby the students are made aware of issues of gender, ecology, human rights, development and social justice.

C. Programme Options

The college offers a wide variety of programmes and courses. At present there are 47 courses in various disciplines of Science, Arts, Humanities, Business and Information Technology. They include 14 Undergraduate Courses, 21 Post Graduate Courses, seven Certificate Courses and five Diploma courses[4]. In addition to the above the college conducts PhD programmes in six subjects. Out of the total 47 courses, 23 are run under aided mode and 20 under the self-financing mode. Three courses are run with financial assistance from UGC. The MBA and MCA courses offered under the Off-Campus scheme of the Mahatma Gandhi University are mainly for professionals and employees. Further, the George Sudarshan Centre for Computer Science conducts MBA-IT, MSc-IT, BSc-IT, and MSc- Bioinformatics courses of the Sikkim Manipal University and four certificate courses in tie-up with KELTRON of which one course is for the employees. In addition to the University approved courses, the college has designed certain courses like P.G.Diploma in Professional Accounting, Total Computer Literacy Programme and Success Through Communication.

In order to facilitate the physically challenged students to avail of the advantages of the ICT revolution, a programme (**Asha Kiran**) was conducted by the college with financial support from a German NGO. Under this scheme the physically challenged students were given training in the use of computers at the George Sudarshan Centre for Computer Science. A total of 42 students participated in the programme.

D. Academic Flexibility

In matters like time for completion of courses, move from one discipline to another and from one institution to another, options and electives the college follows the rules and regulations of the University. The IGNOU Study Centre functioning in

[4] List of courses is attached as Appendix VI.

the college campus offers a large number of programmes with a fair amount of flexibility, mainly aimed at employees and professionals.

For the benefit of the slow learners and other academically challenged students, the college conducts remedial coaching.

The advanced and exceptionally brilliant students are provided with challenging assignments. The **Brains Trust** forms the forum for taking up special programmes aimed at further development of their capabilities. The Academic Fest provides an opportunity for the students to demonstrate their abilities which would create a competitive environment in the academic field. At the PG level, special coaching is given for GATE and UGC-CSIR Examinations. The prizes instituted by the PTA for toppers in internal examinations (Series Test) and the cash award instituted by the Alumni (*Vidya Souhrudam*) for the rank holders in various courses act as incentives for the competitive learning. Under the scheme of ***Pratheeksha***, special training and counselling programmes are arranged for the toppers of the Series Test.

E. Feedback Mechanism and Curriculum Update

The college has a good mechanism for feedback on curriculum of the courses and the delivery of services. The feedback is obtained from students, alumni, parents and others through **Questionnaires** to students, **Discussions -** formal and informal - with parents and alumni, **Comments** - both solicited and unsolicited - from employers, public and other stakeholders, **Observation** of student/teacher in the Learning and Teaching Process, **Unobtrusive Observation** like noting the extent of use of library books[5], examining the web sites visited, number of students in the reading room at a particular point of time and **Feedback section of the Website**. Recently an electronic feedback mechanism was introduced in the college. Under the electronic feedback mechanism, a questionnaire is posted on the intranet. All the students are asked to fill up the questionnaire through any of the 70 plus networked computers. The comments are then consolidated and processed automatically with the help of custom made software. Feedback from the teachers is obtained in the Academic Workshop also.

The feedbacks so obtained from various stakeholders are used for improving the quality of education in the college. Besides, suggestions and proposals are made to the University also, regarding curriculum and conduct of examinations.

[5] An interesting observation in this regard is that Dr.K.R Narayanan, former President of India had read 35 books in the Collins Library in the first year of his study of Intermediate course in 1938-39.

Introduction of Programmes like Success Through Communication and Total Computer Literacy, the starting of a new General Reading Room in the Great Hall in addition to the reading room in the General Library, etc., are done on the basis of the feed back obtained. Further, the feedbacks from the college along with that from other colleges were instrumental in the introduction of the Internal Evaluation System, publication of Examinations Calendar, early conduct of examinations and timely publication of results at the university level.

With the objective of giving an upward thrust to the quality and standard of education, the college proposes the following:

a. **New Courses**:-Introduce need based courses in Computer and IT, Visual Media, Management, Genetic Engineering, and Food Processing

b. **Teacher Sponsored Courses**:- Start short-duration enrichment programmes for each course of study at the initiative of individual teacher who will design the curriculum, conduct the class, and make the assessment.

c. **Establishing Tie-Ups and Linkage:-** The college is already in the process of establishing academic and research linkage with other universities and industrial concerns in India and abroad. The services of the well placed alumni and alumni chapters will be made use of.

d. **Instituting Centres of Excellence:**- The college proposes to make each department of the college a Centre of Excellence by focussing the research activities and projects on areas where it has potential for excellence.

e. **Redesigning of Existing Curriculum**:- The curriculum of the existing courses including the assessment and evaluation methods will be restructured when the college obtains autonomy status in due course.

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Criterion II

Teaching, Learning and Evaluation

A. Admission Process

All the **admissions** are made in accordance with the norms prescribed by the Mahatma Gandhi University and the Government of Kerala. In all the aided courses, 50% of the students are selected purely on the basis of merit, 20% percent students are selected on reservation-cum-merit basis, 10% on community-cum-merit basis and the Management reserves its right to admit 20% students. Merit is the chief consideration for admission for the self financing courses. Admissions for certain courses like B.A Communicative English are made on the basis of entrance tests.

The College has been following the policy of extending its facilities to the disadvantaged and weaker sections of the society with special emphasis on female education. The admission of women students started as early as 1913 and presently they outnumber men students in almost all the courses of the college. In addition to the statutory reservation requirements, students from the weaker sections and *Dalit* communities are admitted in the **discretionary quota** of the management also. Special quotas are also fixed for physically challenged persons, athletes and sports persons as per the Govt. norms.

Generally the number of applications received by the college is around 10 times the sanctioned strength. In the case of certain courses like B.Com it is up to 30 times. For Post Graduate courses also the demand is more than 20 times. However, of late, there is a decline in the number of applications for undergraduate courses in conventional subjects.

Issue of application forms, publication of ranklist and conduct of admissions are done as per the statutory norms. Since 2003, the College has been following a **single window system** in the final process of admission. Avoiding the long queue at three points (the Department, the Principal's Chamber and the Administrative Section), the students and their parents are assembled in the Great Hall, where they have a systematic, personalised meeting with the Principal, the Head of the Department concerned and the Class Warden. Verification of documents and remittance of fees are done at this point.

B. Catering to Diverse Needs

The students of the college are from diverse backgrounds. Their knowledge and capacity differ substantially. With the objective of preparing a level ground for learning, the students are given an **induction programme** before the commencement of the course. The Principal addresses all the newly admitted students and they are given information about the rules and regulations, the facilities available, the add-on and value added programmes, the student support programmes, and the clubs and associations working in the campus.

Further, an **aptitude test** is conducted subject-wise to asses the skills, capabilities, and needs of the students. Programmes like computer literacy, personality development and better communication are then arranged on the basis of the findings of such tests.

The slow and weak learners are identified through class tests. Remedial classes are arranged for students who are weak in any subject. The very bright students are given challenging assignments. The Peer Teaching system[1], Academic Fest[2], coaching under Physics Gurukulam[3], activities of Brains Trust[4], programmes under Pratheeksha[5], the merit award by the PTA[6], cash award by the Alumni[7] are all aimed at facilitating the advanced learners.

The parents are invited to meet the Warden at least once every year, normally after the first series tests, and they are apprised of the performance of the students. The **PTA** meetings are held class-wise and have proved to be more effective. Thus a rapport is created with the parents, which has a favourable impact on the learning behaviour of the students.

C. Teaching – Learning Process

The students from various socio-cultural-economic backgrounds bring in different talents and styles of learning to the college. They are given the opportunity to explore and perfect their personal strengths in learning, and to assess and remedy their

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[1] Under Peer Teaching advanced learners help slow learners in the learning process.

[2] Annual competition of students in academic items like paper presentation, debates, etc.

[3] Coaching given for GATE, UGC-CSIR NET Examinations (Physics).

[4] Brains Trust is Forum for conducting intellectual exercises.

[5] Under Pratheeksha the toppers of Series Test are given special counselling and coaching.

[6] The toppers of internal examinations are given merit awards by the PTA

[7] Cash Awards are given to University Rank Holders from the college by the Alumni

weaknesses. The faculty engages in different learning styles among students in different classes and also within the same class. The college always tries to see that the students receive significant chances to attain a variety of learning experiences and methods.

The **planning of academic activities** is done at three levels, i.e., those of the individual teacher, the department and the whole college. At the level of the individual teacher s/he prepares a schedule for the topics to be covered and tests to be conducted during each term of the year for all the classes where s/he teaches (**Teacher's Work Plan**). At the department level, there is a **schedule** for the various activities of the department including seminars, assignments, test papers, project presentations, association activities and field study programme. At the college level, the Principal prepares a **Calendar of Activities** at the beginning of each academic year which includes the schedule for Series Tests[8], Academic Workshop[9], Academic Retreat[10], Academic Fest[11], Orientation programmes for first degree students and class prefects, Annual Lectures[12] of the college, Kerala Day Celebrations and Sports Meet.

Seminar presentation and assignments are compulsory components of all the courses, both at the UG and PG levels. **Group discussions, debates and panel discussions** are appropriately given for providing learning experience to the students. In addition, the college practices several student centred methods of teaching and learning such as peer teaching, projects, real-life experience, earn-while-you learn method, on-the-job training, field study, demonstration, theatre support, poster competition, picturisation, clippings display and learning through participation.

Peer Teaching, in which the advanced learners help the slow learners, is encouraged at all levels. This method is successfully used in Total Computer Literacy programme, Success Through Communication programme and Remedial Coaching.

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[8] Two internal examinations are held per semester / year

[9] An Academic Workshop is organised in the beginning of the year in which the annual plan of each department and the year plan of the college are presented for discussion.

[10] An Academic Retreat is conducted at the end of the year to evaluate the performance.

[11] In the Academic Fest competitions are held in various academic and allied activities such as seminars, paper presentation, debates, etc. , for the students.

[12] Every year the college organises three memorial lectures, namely, the Bailey Memorial Lecture, Collins Memorial Lecture, and the Dr. George M. Thomas Endowment Lecture.

All PG courses and certain UG courses like B. Sc. Zoology, B.Sc. Botany, B. Sc. Physics, B.A. English Literature B. Sc. Biotechnology and B.A Communicative English have **project works**.

Under the **real-life experience** method the students are given hands-on experience. Trading in the stock market, buying of articles through internet, participation in the preparation of panchayat budgets and organisation of food festivals are examples of this method.

Under the **earn-while-you learn** method, the students of the B.A (Voc) Malayalam students take up external DTP works.

For the students of B.A Communicative English, M.Sc. Family and Community Science and PGDPA, **on-the-job training** is compulsory.

Departments of Botany and Zoology organises forest visits and the Department of Chemistry organises factory visits as part of **filed study**.

Lecture-demonstration is tried in the Department of Malayalam in which classes are taken with the support of Performing Arts like *Kathakali*.

The **medium of theatre** is widely used in the English and Malayalam Literature classes. Under this method staging of plays and dramas and showing of related films and movies are tried.

The Department of Family and Community Science conducts **poster competition** for the students with the objective of creating a visual image of the concepts.

Picturisation is adopted in poetry classes. Under this method the students are asked to draw or paint the impressions evolving from a prescribed poem.

Display of **paper clippings** is used in the science departments with the objective of creating an awareness in the students about the current relevance of the concepts and theories.

The Department of Zoology came up with a very novel experiment in **participatory learning** where the students are given training in the soft skills of communication and imaginative expression through their mastery of their own subject. As this experiment was carried out in the regular working hours all the students benefited and there was no need to find any other slots of time

Free internet access to all students and the availability of computers in all the departments help the students a lot in their learning. The Total Computer Literacy

programme implemented under the CPE[13] (College with Potential for Excellence) Scheme of the UGC enabled all the students to use computer and internet effectively. Most of the departments have good collections of educational CDs. Four Departments have LCD Projectors and eight Departments have OHPs which are extensively used for class room instruction and seminar presentations. Moreover, the facilities available in the Educational Technology Centre are also used by the faculty for conducting classes, seminars and other such programmes. The Language Lab is used for conducting programmes for improving the communication skills of the students. The lecture method is followed predominantly in Arts subjects. Science subjects are mainly practical oriented. Problem solving and case studies are the main teaching methods in Commerce subjects. Many departments are giving importance to field oriented studies, and on-the-job training is a compulsory component for courses like B.A Communicative English, B.A Malayalam (Vocational) and PGDPA.

The College has a system of **wardenship** for all classes. The Warden looks into matters like overall performance of the students, their progress in learning, their discipline in the class as well as in the campus and even their personal problems. For continuous monitoring of the students the **Progress Report** is used. The Warden maintains the progress report of all the students in the class in which the marks obtained by the students in the series tests as well as the marks of the previous year are entered. This will help the Warden to evaluate the progress of the students over a time period. The warden arranges occasional meetings of the parents with the concerned teachers. This has provided a good opportunity for parents to establish a rapport with the teachers.

The College has implemented the **Tutorial System** whereby the students in each class are divided into groups and each group is put under the charge of a teacher, other than the warden, as tutor. At the PG level the Warden himself acts as the tutor. At the degree level 10-15 students are put under a tutor. The tutor meets the students periodically and suggests / implements appropriate measures to help the students to attain the desired standard both academically and personally. The tutor maintains a diary in which s/he records the particulars of the students under his/her tutorship, the activities done, the problems faced and the quantifiable results. Further, six teachers of the college have received professional training in counselling of students and there is a **counselling centre** (Santhwana) with a teacher in charge of the Centre[14].

[13] The details of the CPE programmes are given in appendix XV.

[14] Currently, Dr. Elizabeth Samson is in charge of the Counselling Centre.

Seminars and workshops are arranged in the frontier areas of knowledge like Gene Mapping (Botany), Probability Theory and Stochastic (Mathematics), Derivatives (Commerce), Group Theory and Linear Dynamics (Physics), Nutrition and Drug Abuse (Home Science), Local Planning (Economics) etc., with the objective of keeping the faculty and students aware of the recent developments in the subjects concerned. Talks and visits of eminent persons like Dr. E.C George Sudarshan and Dr. K.Sreenivasa Rao, the extensive use of Internet, collaborative researches and tie-ups help the students and the faculty in this regard very much.

The Collins'[15] Library (General Library of the College) is one of the largest college libraries in Kerala. It has a comprehensive collection of books and journals in various subjects consisting of 63,672 books, 74 Journal subscriptions, back volumes of 96 journals and a collection of manuscripts both in paper and in Palm Leaves. The Library is fully computerised using custom made software. For storing and distribution of library resources electronically, the Digital Library system is also installed which helps the students and faculty to access any electronic material stored in the server computer, through any networked computer in the campus. The library also has separate Undergraduate, Post Graduate, and Reference sections and a reading room. Web browsing facilities are also available in the library. In addition to the General Library, separate libraries are also maintained in departments[16]. Further, there are separate libraries in the Off-Campus section and in the George Sudarshan Centre for Computer Science. Besides the reading room in the General Library, a separate Common Reading Room facility is available in the centrally located Great Hall. The library is open from 9.00 am to 5.00 pm on all working days and from 10.00 to 1.00 pm on Sundays and holidays.

D. Teacher Quality

The knowledge of the subject, the techniques of teaching and the sense of responsibility directly influence the quality of learning. The quality of teaching depends on quality of the teacher.

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[15]The college library is dedicated to the memory of Rev. Richard Collins who was Principal of the college from 1855 to 1866. He started the first college magazine in India, the *VidyaSangrah* in 1864 which is being published uninterruptedly since then.

[16] Eventhough all the department libraries are consolidated with the General Library as per the recent directives from the govt. of Kerala, most of the Departments maintain independent libraries for the benefit of the students and teachers of the department.

The college faculty has a total strength of 192 of which 145 are full-time teachers including temporary staff and management appointees. The present strength of permanent faculty of the college is 95 against a sanctioned strength of 105. The vacant positions in the sanctioned strength are filled through temporary appointments as per the norms of the government and the university. In the self financing section of the college the teachers are working on a contract basis. For the add-on courses, and off-campus courses, the services of the part-time teachers are availed. Substitute teachers are appointed by the College to engage the free periods that occur due to any reasons. These substitute teachers would concentrate, mainly on the soft-skill development of the students.

The teachers are appointed on the **basis of merit** strictly according to the norms prescribed by the Government of Kerala and the Mahatma Gandhi University. Accordingly, when a vacancy arises it is reported to the government, the vacancy is advertised in at least two newspapers and in the University News. Applications are called for in prescribed forms and interviews conducted by the duly constituted selection committee. The most eligible candidate is then appointed. For the selection of temporary teachers and teachers in the self financing schemes also, the vacancy is advertised in at least one newspaper and the appointments made on the basis of merit after conducting interviews by the duly constituted selection committees.

The college has a student strength of 2044 (excluding students in the off-campus stream) and a full-time faculty strength of 133 teachers (excluding teachers on long–leave but including temporary and management appointees) making the teacher student ratio of 1:15.

The teachers of the college are duly qualified and highly competent. Thirty Nine percent (37 out of 95) of the permanent faculty has Ph.D, 33 percent (32 out of 95) has M.Phil degree as their highest qualification and 20 percent are doing Ph.D currently. Ten teachers have in addition a first degree in Education and one a doctorate in Education. There are also a number of teachers who have diplomas and certificates in various courses of the IGNOU. Women teachers account for about 40 percent of the total permanent teaching staff (35 out of 95). Ten members of the faculty are members of the various Boards of Studies of the M.G University and

another seven members are on the panel of Subject Experts for Approval of various courses by the University.

The College Management plays a very proactive role for the promotion of teacher development. For carrying out research works and executing projects the Management provides possible help in the form of study leave and infrastructure facilities. Financial assistance under PTAC of the UGC is also extended to the teachers for participating in seminars and conferences. Teachers are also encouraged to take up Minor and Major Projects of the UGC and other such agencies. The teachers are given the freedom to try innovative methods of teaching and such innovations are well appreciated.

During the last five years 22 teachers availed of assistance under the FIP of the UGC of whom 17 are for doing PhD and five for doing M. Phil[17]. Further, 27 teachers have undergone Refresher Courses in their respective subjects/areas. In addition to the above, a large number of teachers have participated in many short-duration faculty development programmes / workshops organised by professional bodies like Zoological Society of Kerala, Kerala Commerce Association, Kerala Sociological Society, Institute of Chartered Financial Analysts etc. Besides, 21 teachers of the college served as resource persons to Refresher Courses organised by the University, seminars, symposia and other such programmes organised by various colleges and other academic institutions. Teachers of the Departments of Commerce and Chemistry served as resource persons for the NET Coaching organised by the Mahatma Gandhi University.

Every year the college organizes several seminars, workshops and memorial lectures for the development of the students and staff. Individual departments also organise seminars and workshops regularly. A team of teachers is trained as **HRD faculty** who train the students in various skills.

The **whole faculty is IT trained**. All the departments are networked and provided with at least one internet enabled computer. Separate LCD Projectors are available in the Departments of Commerce, Chemistry, Physics and Botany, and OHPs are available in eight departments. Teachers make use of these facilities for improving

[17] The list of teachers who have availed of FIP is enclosed as Appendix VII.

their quality of teaching. Computer aided packages are used in many departments (eg., Tally and Tata EXNGN in Commerce, MOPAC and Gaussian 98 in Chemistry) for enhancing the effectiveness of teaching.

E. Evaluation of Teaching

With the objective of improving the quality of the academic performance of the faculty, the college has developed a **Faculty Evaluation System** which is now being implemented. The FES consists of four set of evaluations, namely,

1. Self Evaluation by the faculty members
2. Faculty Evaluation by Students
3. Peer Evaluation, and
4. Principal's Evaluation

Self Evaluation by Faculty (SEF)

It is done by individual members of the faculty voluntarily. A separate Evaluation Form is prepared for this purpose. Each member should fill-up the form and submit it to the principal. The SEF has 13 set of variables with a total score of 300 points.

Faculty Evaluation by Students (FES)

It is done by the students. The students can evaluate only those teachers who handled classes in the year under evaluation. A separate evaluation form (FES) will be available to the students at the end of the academic period. The FES form is available electronically. A student can fill up the evaluation form from any networked computer. However, the students cannot see the results or score. The FES form has 40 questions under different headings. Its total score is 200 points.

Peer Evaluation of Faculty (PEF1)

It is done by the Heads of Departments. A separate form is prepared for this purpose. The concerned HOD has to fill separate forms for each teacher and these are to be submitted to the Principal directly. The PEF1 form has 10 questions with a total score of 50 points.

Principal's Evaluation of Faculty (PEF2)

It is done by the Principal from his own experience and knowledge of the faculty member. A separate form is prepared for this purpose. The PEF2 form has 10 questions with a total score of 50 points.

At the end of the year a composite evaluation report is prepared. Each faculty member is given a CONFIDENTIAL Evaluation Report in which the points secured by him/her for each criterion is mentioned. The training needs of the faculty is also

mentioned in the report on the basis of which the college arrange for training / faculty improvement programmes.

An **Academic Retreat** is held at the end of the academic year, in which the Heads of Departments present a report on the activities undertaken in the respective departments during the year. Other issues regarding the performance of the college also are discussed.

F. Evaluation of Learning

Evaluation is the major driving force for learning as it represents the bottom-line of students' performance. Various methods are used for a fair evaluation.

Written examinations still form the foundation of evaluation. The external examinations are conducted by the university. For the conduct of the **internal examinations**, the college has designed a systematic mechanism. There is an examination committee under the leadership of a senior faculty (currently Mr. Varghese Eapen) and a senior teacher from each department is a member of the committee. This committee co-ordinates the conduct of internal examinations on predetermined dates. Accordingly two internal examinations known as the **Series Tests** are conducted every year / semester.

An innovation brought out in 2002 in the conduct of Series Test is the Departmental Level Decentralisation. Accordingly the Central Examination Committee oversees the general conduct of the examinations such as scheduling, printing and distribution of question papers and stationery, and allocation of ministerial staff as assistants. The departments organise the setting up of question papers, seating arrangements, supervision of examinations and evaluation of answer scripts. This experience over the years has proved that this innovation of decentralisation is running on well-oiled wheels. The purchase of the Rex Rotary Printer is a milestone in the conduct of examinations. Question papers are now printed in the college itself. This has brought down the printing expenses, and also provides added confidentiality.

The examinations are conducted at the responsibility of the departments. The results are published within 15 days of the conduct of the examinations and the valued answer scripts of the test papers are given back to the students. The parents are invited to the college and in the class PTA meetings they are briefed by teachers on the performance of their wards.

However, to assess the learning outcomes that are not reliant on short-term memorising, a range of assessments are used, such as :-

1. Take Home Essay or Assignments (One assignment per semester/ year is compulsory)

2. Seminars (One seminar per semester / year is compulsory)
3. Individual Projects Work (Compulsory for all PG Courses and certain UG Courses)
4. Open Book Examination
5. Group Projects
6. Debates and Quizzes.

G. Evaluation Reforms

The Series Test conducted by the college is decentralised. The results are given in the Intranet so that the students can verify the results. Regarding the external examinations, the college follows the rules and regulations of the University. The teachers of the college take up the duty of invigilators and supervisors. They participate in the centralised valuation camps also.

In addition to the Internal Examination Committee, there is an **Internal Evaluation Coordinator**. Presently Mr. George Kurian serves as the Internal Evaluation coordinator. He consolidates the internal evaluation reports and submits the final report to the principal. There is an effective **Grievance Redressal** Mechanism working in the college as recommended by the University. The students, in case of a complaint, can contact the Grievance Redressal Cell at the Department Level. Further they can approach the Grievance Redressal Cell at the College level and then they can appeal to the University for the redressal of their grievances. The performance of the students in the internal evaluation is also given in the college Intranet which ensures transparency.

Further, there is a mechanism for **continuous monitoring** of student performance. For this purpose a progress report is used. In the progress report the mark obtained in all examinations conducted are recorded. The marks obtained in the qualifying examination are also entered in the progress report. Over and above, the Principal makes a result analysis. After every examination the wardens submit a report to the Principal with a projected result. The results of the University examinations are analysed in the meetings of the Council of Heads and the findings are presented before the Management Board. On the basis of the projected result, appropriate steps are taken including remedial teaching so that the overall performance can be improved.

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Criterion III

Research, Consultancy and Extension

A. Promotion of Research

Effective classroom teaching and goal-oriented research are the twin pillars on which modern education rests and functions. The CMS College, the pioneer of higher education in the southern part of the nation was aware of this philosophy, even from the days of its inception, nearly two centuries before. The highly rated research articles that used to appear in ***Vidyasangrah*** published by the college from 1864 onwards, which is considered to be the first journal of its kind, testify to this observation. Even in days when compulsion for a research degree was non-existent, teachers from CMS college used to get doctoral degrees from universities, both Indian and foreign. Thus, a research culture exists in this ancient seat of learning. The arrival of educational agencies like UGC and NAAC and their encouragement added momentum to this endeavour. Thus, today, research is a significant activity of the institution.

The institution promotes the faculty participation in research by encouraging them to avail of the FIP assistance of the UGC. During the last five years as many as 22 teachers availed of the FIP facility for doing PhD or M.Phil. Besides, 12 teachers have done / are doing research for M.Phil/PhD at their own expenses. Also, six departments (Botany, Chemistry, Commerce, English, Physics, and Zoology) are university-recognized Research Centres. There are 35 approved Research Guides in the college of which 13 are faculty members[1]. The college is linked to various universities and institutions of repute by which the faculty can share their resource, both men and material. A **Common Instrumentation Centre**, where all the major equipment and instruments are kept, has been established in the college, which promotes interdisciplinary research activities in science subjects.

The college budget provides for research and development. In the CPE scheme an amount of Rs.15,00,000 is set aside for improving the facilities in the Common Instrumentation Centre and Rs.600,000 is set aside for strengthening the existing Research Centres in Science subjects. Further, teachers are provided with financial assistance under PTAC scheme of the UGC, to participate in academic seminars and

[1] List of Approved Research Guides is given in appendix XXI.

workshops and also to present papers there. There is a **Research Committee** in the college which collects and disseminate information regarding availing of funds and facilities for undertaking research.

As a part of their curriculum, students at the PG level have to do research projects of short duration. They do the research project under the guidance of a teacher. In addition to the research facilities of the college, they are utilising the facilities of linked institutions and also of various major and minor industries of the state. Students are encouraged to select project topics which are related to the research work of their teachers so that they get better understanding and guidance. In the Academic Fest, a **Research Paper competition** is held and the best research paper from each discipline of Arts, Science, Humanities and Commerce is selected.

B. Research Performance and Output

About half of the teachers are actively engaged in research of various kinds. Twenty two teachers are doing projects sponsored by various agencies such the UGC, DST, and the Government[2]. The number of projects from different agencies and the amount involved is given in table.1.

Table.1:- Projects from Different Agencies

Sl.No	Type of the Project	Number	Agency	Amount
1	Minor Research	18	UGC	8,27,000
2	Major Research	1	UGC	5,48,560
3	Major Research	1	DST	10,00,000
4	Collaborative	2	Govt. of India	1,70,000
Total		**22**		**25,45,560**

Teachers have undertaken projects for the Department of Science and Technology Govt. of India, Centre for Development Studies, Thiruvanathapuram and private industrial firms like Diagnostics Pvt. Ltd., Thiruvanathapuram. Fifteen teachers from various departments are approved research guides supervising PhD scholars of the Mahatma Gandhi University. Further, M.Phil students from other universities are also supervised by teachers of CMS College[3].

[2] The list of Major and Minor Research projects undertaken by the faculty is given in appendix XVII

[3] Dr. Tomy Mathew of the Commerce Department supervises M. Phil Scholars of the Mahatma Gandhi University, Madurai Kamaraj University and Annamalai University.

The college provides all the infrastructure facilities for pursuing research. It has a Common Instrumentation Centre, six departmental research centres, computer labs, digital library, free internet facilities and well-equipped labs for conducting research. Also, links with institutions of national and international repute make research more relevant. The College subscribes to 20 foreign journals and 54 Indian Journals which facilitate research[4].

Collaborative Research is undertaken in the frontier areas of Mathematics and Science such as Queuing Theory (Dr. Varghese C. Joshua[5]), Nano-Technology (Dr.K.V. George[6]), and Crystallography (Mr. A.S Varghese[7]) in association with universities and institutions in India and abroad.

The **six research centres** in the College accommodate both full-time and part-time research scholars. There is a provision to give financial assistance to students pursuing research. For this purpose a scholarship is instituted by Dr. E.C George Sudarshan, an illustrious alumnus. Sixteen PhDs have been produced in these centres and 49 PhD works are in progress. A summary list is given in Table 2.

Table 2:-PhDs Awarded and Progressing in Research Centres (Last 5 years).

Sl No	Name of the Department	Ph.Ds Awarded	Ph.Ds in Progress
1	Botany	4	14
2	Chemistry	2	3
3	Physics	2	11
4	Zoology	6	12
5	Commerce	2	6
6	English		3
Total		**16**	**49**

Dr.E.Vijayakumary of the Sociology Department supervises M,Phil Scholars of Madurai Kamaraj University and Annamalai University.

[4] List of Research Journals subscribed in the college is enclosed as Appendix XVI. p.119.

[5] Dr. Varghese C.Joshua has research collaborations with Madrid University, Spain; Kettering University, Michigan; Belarusian University, Belarus; AT&T Labs, U.S.A; and Cochin University of Science and Technology, Kochi, in various projects related to Queuing Theory.

[6] Dr.K.V George has research collaborations with Toyo University, Japan in the area of Bio-Nanotechnology.

[7] Mr.A.S Varghese has research collaborations with Kuwait University in the area of Urinary Crystallography.

Dr. Sreelatha of the Physics Department is currently doing Post Doctoral Research in Physics. The name of Dr. Varghese C. Joshua is included in the list of prominent Queuing Theorists in the world by the Windsor University USA.

C. Publication Output

The faculty members publish research articles/papers and books. During the last five years, 68 articles/papers and nine books were published in different subjects[8]. A department-wise summary of publication of articles and books is given in Table 3.

Table.3:-Summary of Publications by the Faculty

Sl.No	Name of the Department	Articles/papers	Books
1	Botany	8	
2	Chemistry	7	
3	Commerce	3	2
4	Economics	2	2
5	Hindi	-	2
6	History	4	
7	Malayalam	-	2
8	Mathematics	9	
9	Physics	8	1
10	Sociology	7	
11	Zoology	7	
12	Family and Comm. Science	11	
13	English	2	
Total		**68**	**09**

D. Consultancy

The teachers of the college are also engaged in consultancy services of different kinds.

[8] List of publications is enclosed as appendix XXII

- Department of Economics gives technical assistance to bodies like Kottayam Municipality, and District and Block *Panchayats* in preparing annual plans, budgets, etc. Also, the evaluation of 9th and 10th plan performance in Kottayam district was conducted. The members of the staff serve in bodies like Directorate of Economics and Statistics of the Govt. of Kerala, Institute of Charted Accountants India, (Kottayam Chapter), and Indian Institute of Bankers (Kottayam Sub-centre)
- Department of Zoology, in association with Zoological Society of Kerala, gives consultancy in areas of interest in life sciences.
- Department of Botany gives consultancy in identifying rare medicinal plants in Kerala and recognising the active components.
- TIES (Tropical Institute of Environmental Studies), an organization for studying environmental issues with teachers of CMS College as active members, gives consultancy to various plant and animal related studies.
- Department of Family and Community Sciences is a consulting and diet-counselling centre where counselling in diet and diet-related matters are provided to teachers, students and neighbourhood.
- Dr. George Sudarshan Centre for Computer Sciences acts as a consultation centre, especially for computer technologies and IT-related studies. World-renowned scientists like Dr.E.C.G.Sudarshan (School of Particle Theory, Texas University), Dr.G.Bamathy (Department of Physics, Texas University), Dr.Babu Joseph (Former V.C., CUSAT) and Dr.K.Srinivasa Rao (Professor Emeritus, Institute of Mathematical Sciences, Chennai) periodically visit the centre and consultation is given to teachers and researchers from various institutions regarding the latest trends in Mathematics, Physics and related disciplines.
- Department of Commerce gives consultancy in Tax Planning, Project Preparation and Statistical Analysis.

The college publishes the expertise available for consultancy through the website and also through the intranet facility. Also, the various consultancy facilities available are published in the college notice board from time to time. Founded on the solid principle of service to community, the College gives the consultation practically free of cost. To consolidate the consultancy and extension activities of the college, it is proposed to start **CMS Centre for Consultancy and Extension.**

E. Extension Activities

The College is in the forefront in extending its facilities, capabilities and knowledge for the benefit of the society. The theoretical knowledge that the students attain are to some extent, put into practice through neighbourhood networking. Thus, through surveys and case studies, the health level, the living standard, and the educational attainments of the neighbouring community are studied by the students. Remedial measures are suggested, leading to the enhancement of the living conditions of the neighbouring community. The extension activities are undertaken at the department level, by associations and by individual teachers.

- The Department of Economics helps the local *Panchayats* for preparing budgets. Teachers and students of M.A. Economics give leadership for this endeavour. Students of B.A Economics participated in the sample survey conducted in the various *Grama Panchayats* using questionnaires.
- The Department of Family and Community Sciences conducted nutrition field work and nutrition education programme, nutritional status assessment survey, lecture-cum-demonstration on diet and nutrition, community nutrition programme for *anganwadi* teachers in ICDS project of Govt. of India, nutrition intervention programme and awareness programmes regarding food safety with the help of students in nearby villages, colonies, and hospitals.
- Department of Chemistry helps in the analysis of water available in and around Kottayam town.
- Department of Sociology participates in the Geriatric Care Project of the Police Department along with the Social Work Department of B.C.M College.
- Mushroom cultivation is propagated under the auspices of TIES, an organization for studying environmental issues with teachers of CMS College as active members.
- Making of Carry-bag using paper is propagated under the auspices of the Women's Studies Centre, an association of women teachers of the college.
- As a part of the Computer Literacy Drive, the youth in the neighbourhood between age group 15 and 25 were given computer literacy by the college free of cost.

F. Participation in Extension

NSS and NCC form an integral part of the activities of the college. Students are encouraged to voluntarily join NSS and NCC. At present, 300 students (182 boys and 118 girls) actively participate in NSS and three members of the faculty are in charge[9]. In addition to regular weekly classes and seminars, field work is arranged mostly in the outskirts of the town so that students develop a spirit of service and sense of duty to the society. Students voluntarily join NCC also. At present 160 cadets in the NCC. A girls' wing was started in 2004 with a cadet strength of 30. A member of the faculty is in charge[10]. The NCC unit of the college bagged the first prize in the District Republic Day parade in 2003, 2004 and 2006. Regular training is imparted by army personnel through parades, classes, training in rifle shooting, etc. Through field work, seminars and classes, the sense of National unity and integration is imparted to the student community at large.

Teachers and students take part in community development activities, issues connected with river pollution, environmental degradation and public health. A few teachers hold key positions in organisations and institutions (Local bodies, Y's Men, YMCA etc) which do a commendable job in improving the life of the local community. The college encourages teachers to participate in the activities of NGOs at the local and national levels also[11].

The college proposes to launch the **Bio-Village Concept** under which the ideas of sustainable development and bio-farming will be propagated. The existing extension activities of Training in Mushroom Cultivation, Making of Paper Carry Bags and Vermi-Composting will be integrated along with Biological Pest Management and other such activities.

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[9] Mr. David Abraham of the Department of English, Dr. Jacob Thomas of the Department of Commerce and Mr. Saju Mathew of the Department of Malayalam serve as the NSS Programme Coordinators.

[10] Mr. E.N Kerala Varma is serving as the Associate NCC Officer.

[11] Two lady teachers of the college, Dr. Rachel Mathew of the Chemistry Department and Mrs. Sobhana Kurien of the English Department stayed with Medha Pathkar for a few days to take part in 'Narmada Bachao' movement, living with the local community to have a feel of their hardships and to convey our solidarity with the suffering masses.

G. Linkages

The college, at present, has linkages with more than 30 institutions for research and extension. A partial list of the institutions with which the college has some kind of linkage is given in Table.4.

Table.4:- Institutions with which the College has Linkage

Sl.No	Collaborating Institution	Nature / purpose
1	Madrid University, Spain	Collaborative Research
2	AT&T Lab, USA	Collaborative Research
3	Albany University, Georgia, U.S.A.	Academic Support
4	M.G. University, Kottayam	Research
5	CUSAT, Cochin	Collaborative Research
6	Rubber Research Institute, Kottayam	Research
7	Break Though Sciences	Seminar/Exhibition
8	I.I.Sc., Bangalore	Research
9	MRF, Kottayam	Campus Recruitment
10	RRL, Trivandrum	Research and Project works
11	Syngine, Bangalore	Campus Recruitment
12	Civil Service Academy, Palai	Civil Service Coaching
13	TIME Institution	CAT/MAT Coaching
14	GenPact, Progeon, Big Leap etc.	Campus Recruitment
15	Kuwait University	Research Collaboration
16	Toyo University, Japan	Research Collaboration
17	Indian Academy of Sciences, Bangalore	Academic Improvement
18	M.D. Seminary Senior Secondary School, Kottayam	Extension Programme
19	Annamalai University	Project Guidance
20	KELTRON	Conducting of Course
21	Madurai Kamaraj University	Project Guidance
22	IGNOU	Resource Persons
23	TIES	Projects, Extension Programmes
24	Zoological Society	Design of Curriculum and Conducting of various programmes
25	Kottayam Nature Society	Programmes on sustainable life.
26	Film Academy	Conducting Film Appreciation Programmes

27	Chethana Film Institute	Conducting Film Workshops
28	YMCA	Extension programmes
29	Arpookkara Grama Panchayat	Panchayat Planning
30	CMC Vellore	Conducting of PGDD Course
31	Chartered Accountants Association	Conducting of PGDPA Course

The linkages are utilised to enhance the quality of research, consultancy and extension. Thus, the Biotechnology (M.Sc. and B.Sc.) courses have been designed with the help and support of Georg August University, Germany. Also, Dr.Joseph P. Varghese of the Department of Botany visited the University for various projects. Dr.Zachariah Oommen, the HOD of Chemistry department is now on leave and working as Professor in Forensic Chemistry at Albany University, U.S.A. His visits to the home department have helped the college gain much insight in developing curriculum and research. Various teachers of the college have collaborative research work with faculties from linked universities. Also, teachers of the various departments use the linked universities and institutions to complete their PhD programmes and also their minor and major projects.

Publications are also done jointly with faculty of the linked universities and institutions. Seminars and workshops are arranged in the college with the help and support of these institutions. The linked institutions invite teachers of various departments to take part in their various activities. Students of the college also get preference in the linked institutions to pursue their M. Phil and PhD courses. Also, institutions like MRF and Syngene visit the campus to conduct direct placement.

In short, establishment of the Common Instrumentation Centre, linkage with national and international institutions, formation of the Research Committee, encouragement to the faculty for taking up major and minor research projects and improvement in infrastructure facilities are undertaken with a view to enhance the quality of research, consultancy and extension.

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Criterion IV

Infrastructure and Learning Resources

A. Physical Facilities

The CMS College is blessed with adequate physical infrastructure. The campus is situated in Kottayam Town. It has easy access from any part of the state. The Thiruvanathapuram-Angamali State Highway and the Kollam–Madurai National Highway pass through Kottayam and it is 11 km east of the National Inland Waterways route. The Kochi International Airport at Nedumbassery is 90 km and the Kottayam Railway Station is only 1.5 km away from the campus.

The natural charm of the campus stands unparalleled. The different departments are housed in separate blocks, a unique feature of the college. The Administrative Block, Department Blocks, Library, Hostels, the Chapel, the College House, Great Hall, Seminar Hall, State Bank of Travancore Branch, Canteen, Computer Centre, and spacious play grounds for cricket, hockey, football, basket ball and softball with neatly laid out roads and lawns, constitute the CMS College Campus of 32.5 acres.

About eight acres of the campus is still maintained as an evergreen virgin forest, which is the abode of a large variety of plants and animals. This patch of forest with its rich bio-diversity acts as the lungs of the Kottayam town.

The college plans, builds, maintains and upgrades or replaces the physical resources in a manner that assures qualitative excellence and effective utilisation whereby the facilities render vibrant support to its programmes and services. The infrastructure facilities available for the academic activities include:-

1. Well-ventilated, well-furnished classrooms with a built-up area of about 100,000 sq. ft.
2. Educational Technology Facility Centre
3. Six IT Enabled Seminar Halls / Class Rooms
4. The Great Hall and the Library Seminar Hall
5. Separate laboratories for under graduate and post graduate classes in all science departments, namely, Botany, Bio-Technology, Chemistry, Family and Community Science, Physics, and Zoology
6. Separate computer labs in the departments of Chemistry, Commerce, Malayalam, Mathematics and Physics.
7. Common Instrumentation Centre
8. Laser Lab (Physics Department)
9. Well stocked Library and Reading Room

10. Digital Library
11. Campus-wide network with Broad band Internet Connectivity
12. Reprographic Facility
13. Internet Browsing Centre
14. Computer Centre (George Sudarshan Centre for Computer Science)
15. Rotary Printing Press
16. Language Laboratory
17. Zoology Museum
18. Animal House
19. Herbal Garden and Butterfly Garden
20. Energy Park

The infrastructure for sports includes separate play grounds for Cricket, Football, Soft Ball and Basket Ball.

Further, the college has four well maintained wells for internal drinking water supply in addition to the municipal water supply. A Rain Water Harvesting facility with a storage capacity of 1,50,000 Litres of water is constructed with assistance from UNICEF. To tone up the power supply system, a dedicated transformer is also installed.

The college has been augmenting the facilities in a continuous manner from its own resources and with the financial backing of UGC, PTA and Alumni associations. During the last five years the following additional facilities were created / modified.

1. Construction of the Research Block at a cost of Rs.12,00,000/- where the Biotechnology Department and Common Instrumentation Centre are housed.
2. Construction of the New Seminar Hall at a cost of Rs.30,00,000/- where the Educational Technology Facility Centre is housed.
3. Renovation of the “Great Hall’ at a cost of Rs.14,00,000/- with liberal contributions from the Alumni.
4. Construction of the New Ladies Hostel at cost of Rs.21,00,000/- with assistance from the UGC.
5. Renovation of the Askwith Block at a cost of Rs.2,50,000/-where the Communicative English, Extension Centres etc., are housed.
6. Installation of the Public Address System at a cost of Rs.80,000/-
7. Installation of the EPABX system at a cost of Rs.1,80,000/-
8. Renovation of the PG Hostel at a cost of Rs.2,00,000, with assistance from UGC.
9. Construction of the Compound Wall at a cost of Rs.1,80,000/- with assistance from UGC.
10. Construction of the First Floor of the George Sudarshan Centre for Computer Science at a cost of Rs.11,00,000/- where the computer courses are conducted.

11. Networking of the Campus (LAN) using Optical Fibre Cable at a cost of Rs.6,00,000/- to facilitate data transfer, internet sharing and digital library usage, under CPE programme of the UGC
12. Renovation and Automation of the College Office at a cost of Rs.5,00,000/-
13. Setting Up of the Language Lab at a cost of Rs.4,50,000/- under the CPE programme of the UGC.
14. Establishment of the e-Learning Centre at a cost of Rs.6,00,000/- where browsing facilities are available.
15. Renovation of the Canteen Building at a cost of Rs.1,50,000/-
16. Purchase of more than 60 computers in various departments and in the college office under various schemes.
17. Purchase of five LCD Projectors (one each in the departments of Botany, Chemistry, and Commerce; one in the Off-Campus Centre; one in George Sudarshan Centre and one in the Educational Technology Centre).
18. Purchase of laboratory equipment worth Rs.13,00,000/- under various schemes (P.G Development Assistance of the UGC, CPE Programme of the UGC, Assistance from PTA, Own Fund of the College etc.)
19. Construction of the Basket Ball Court at a cost of Rs.2,00,000/- under the MP-LAD Scheme of the Govt.of India (at the interest of Sri Suresh Kurup M.P).
20. Construction of the Rain Water Harvesting Facility at a cost of Rs.1,50,000/- with assistance from UNICEF.
21. Purchase of a Rotary Printer (Mini Press) at a cost of Rs.7,00,000/- with assistance from the UGC.
22. Installation of a new Transformer exclusively for the college at a cost of Rs.4,50,000/-

The college is very sensitive towards the needs of its women students and staff. Two separate organizations – USHUS and JYOTHIS under the leadership of women lecturers look after the welfare of women students and staff. Rest rooms and wash facilities are provided for women. Separate facilities are provided in the canteen also for the convenience of the women staff and students.

B. Maintenance of Infrastructure

The maintenance of Infrastructure facilities – land, buildings etc., is done by the staff appointed by the Management under a supervisor who is a former Assistant Executive Engineer of the Kerala Public Works Department. The maintenance of equipments is done by the college mechanics and by the service engineers of the suppliers. The computers are under AMC or guarantee. For the management of network, a Network Administrator is appointed. For the maintenance of various infrastructure like land, building, furniture, equipment, and computers an amount of Rs.11,82,592/- was spent during the year 2004-05.

All efforts are taken for the optimal utilisation of the available resources. The Total Computer Literacy Programme was conducted by utilising the spare computer-time

without affecting the normal working of the classes. The Success Through Communication Programme is conducted on Saturdays. Similarly, for conducting the add-on courses also, the existing facilities are used predominantly. On holidays and non-working days the premises and facilities of the college are utilised for conducting various student support programmes in association with external agencies like Institute of Chartered Accountants (C.A Coaching Classes and C.A Examinations), TIME (M.B.A Entrance Coaching), Mahatma Gandhi University (Off-Campus courses, and various examinations of the University), Indira Gandhi National Open University (Counselling Sessions of various courses and various examinations) Sikkim-Manipal University (various examinations) and Big Leap, Progeon and Genpact (recruitment).

The premises of the college are also utilised by various clubs, organisations, and the general public. Organisations like Y's Men, Y.M.C.A, Kottayam Nature Society and local clubs use the campus for conducting various programmes. The sports facilities are used by the Police Department, Local Sports Associations and various institutions for practising and organising matches. The campus is also used by various clubs and associations for conducting cultural programmes. The College is the venue for various examinations conducted by Banks, LIC, and PSC . The beautiful campus is utilised for shooting of movies and tele-films which in turn provide an income to the college also. The one kilometre road in the serene campus which goes between the heritage buildings and the century old casuarina trees provides an opportunity for a rejuvenating experience to the 100 and odd morning walkers.

C. Library as Learning Resource

The CMS college library is one of the largest college libraries in Kerala. It is named after Rev.Richard Collins, a dedicated scholar and wise administrator, who was Principal of the college from 1855 to 1866. It has a collection of over 60,000 volumes of books in about 25,000 titles and it subscribes to 74 journals of which 20 are foreign. It also subscribes to 28 magazines and periodicals. It has a total built-up area of 21,786 sqm., spread over four floors. The library is well protected with separate entrances for the reading room, PG Library, Reference Library, and the UG Library. There exist well established rules and regulations for the smooth functioning of the library, which are given in the college calendar. Currently nine staff members are available in the library for helping the students and ensuring the safety and security of the materials in the library. There is a Library advisory Committee constituted as per the norms prescribed by the Govt. of Kerala.

The Collins library has three major sections, namely,

1. **The Reference Library and the Reading Room** where books are kept for reference only. No books are lent out. Newspapers and periodicals are also kept for reference and reading.
2. **The General Library** where members (students, teachers and non-teaching staff) can borrow books according to the rules and regulations of the library.
3. **Sectional Library** where books for post graduate courses are arranged in a subject-wise classification.

In addition to the above, the library has an **archives collection** which includes manuscripts in paper and palm leaves. The rare collection of missionary records which describes the work of CMS missionaries in South India during the 19th and early 20th centuries is a major attraction. It throws light into the social, economic and cultural history of those periods. Readers and researchers even from foreign countries make use of these materials[1]. Now an effort is being taken to digitalise the old and rare books and other materials and to create an **Electronic Repository** under the CPE Programme of the UGC.

Funds from the UGC, State Government (PD A/c), PTA etc., are used for enhancing the collection of books and journals and for improving the facilities available in the library. The library follows all the rules and regulations framed by the Govt. of Kerala regarding purchase of books, appointment of library staff, issue of books and charging of fines. The Library Committee monitors purchase of books and subscription of new journals, taking into consideration the recommendations from students, teachers and departments.

The library is fully **computerised**. Networked terminals are installed in the front office, UG Section, PG Section and in the Book Entry Section. The issue management is done by using customised library software acquired at a cost of Rs.40,000/- The library staff are trained in the use of computers. Bar-coding of books is in progress.

Internet facilities are also available in the library. For this purpose five computers with internet connection are installed in the general library. **Online-Journal** facility is arranged in tie-up with the Mahatma Gandhi University, under which the 4000 online journals available through the INFLIBNET is made available to the college also. For this purpose, a separate dedicated internet connection via cable modem is also arranged. Reprographic and printing facilities are also available in the library.

[1] The M.Phil dissertation of Mrs. Susan Varghese of the Department of English provides an annotated bibliography of these treasured records. These records are available only in the library of the Church Missions Society in London and in the library of the United Theological College in Bangalore.

Digital Library is the latest addition to the facilities provided in the library. Details of the existing books in the library, electronic resources etc., are stored n the Digital Library Master Server. Under the Digital Library system, students and faculty members can access the library through the networked computer terminals anywhere in the college.

The normal working time of the library is 9.00 A.M to 5.00 P.M. on all working days. On Sundays and holidays the working time is from 10.00 A.M to 1.00 P.M. On an average 15-20 faculty members and 200-250 students visit the library daily. The new arrivals and books of specific or contemporary relevance are displayed in a separate rack with the objective of motivating the members to read such books.

Consolidation of the departmental libraries with the main library[2], installation of the Library Software, provision of Internet, reprographic and printing facilities, networking of the library, and installation of the Digital Library are the major developments that have taken place in the library during the last five years. During the same period an amount of nearly Rs.12,00,000/- has been spent on the acquisition of new books and subscription of journals.

D. Computers as Learning Resources

With the objective of utilising the facilities of Information technology, the college has launched an ambitious project called **Cyber Campus which** includes:-

1. **Total Computer Literacy (TCL):-** This programme is aimed at providing computer literacy to all the students of the college. For conducting the programme, necessary training materials are prepared. The programme is implemented through Peer Teaching Method (PTM) under which students with fairly good computer knowledge help as facilitators to impart knowledge in computer operations to other students. The course content of TCL includes Computer Fundamentals, Windows, MS Office and Internet. This scheme is included in CPE Scheme of the UGC.
2. **IT Assisted Teaching (ITAT):-**Under this programme, the teachers are given training to use computers and Internet for taking classes and making preparations. Course content includes computer fundamentals, PowerPoint, Internet and Digital Library. This scheme also is included in the CPE scheme of the UGC.
3. **Computer Training to Administrative Staff (CTAS):-** Under this programme, the non-teaching staff are given training in the use of computers. Course content includes Computer Fundamentals, MS Office, and customised Softwares. The scheme is included in CPE**.**
4. **Collins Library Automation (CCL):-** Under this programme, the Collins Library is fully computerised. The Scheme includes acquisition of the Library Software, acquisition of the

[2] The Departmental libraries were consolidated with the main library as per the directions of the Government of Kerala in 2005.

necessary hardware and establishing of Network. It is proposed to conduct bar coding also. The Programme is included in the X Plan Undergraduate (UGC) Assistance.

5. **Digital Library Network (DLN):-** Under this programme customised software is developed to access the library resources from computer nodes in different departments through LAN. This programme is also included in the CPE Scheme of the UGC.
6. **Digital Repository Library (DRL):-** This programme aims at keeping the very old and rare books in digital format. For this purpose, the old and rare books were identified and classified. More than 100,000 pages are scanned and kept in PDF format that can be accessed through more than 70 networked computer nodes in the campus using Digital Library Software. This programme is also included in the CPE scheme of the UGC.
7. **College Office Automation (COA):-** Under this programme the college office is computerised. All the administrative units such as salary, fees, accounts, and admission and student records are operated using appropriate software. Necessary training is given to the administrative staff. This scheme is included in the X Plan General Development Scheme of the UGC**.**
8. **Broadband Internet Connectivity (BIC):-** This programme aims at providing Internet facility to all the faculty members and students free of cost. In every Department one computer terminal is reserved for the exclusive use of the faculty. A Separate full-time browsing centre with five computers is available in the main library. Browsing facility for the students is also available in all the departments. The Scheme is included in CPE scheme of the UGC**.**
9. **College Campus Network (CCN):-** This programme aims at connecting all the departments, office and library using Optical Fibre Cable. Networking is necessary for the distribution of Internet in the campus and for the use of Digital Library. It facilitates data transfers (attendance, internal evaluation marks, student information etc., between the college office and individual departments). Now more than 70 computer nodes in different departments, office and library are interconnected. This scheme also comes under CPE.
10. **CMS College Website (CCW):-** College website provides information about the college. All the programmes, courses, activities etc., of the college are given in the official website. The programme includes downloading of application forms, publication of rank list, publication of results, access to student information for parents, registration of alumni etc.
11. **Internal Evaluation Computerisation (IEC):-** Under this programme the entire internal evaluation process is computerised. The teachers themselves can enter the daily attendance through the department computer. Similarly the marks for internal examination, seminar, and assignment also may be entered by the teachers themselves. This information will be automatically processed and necessary forms are generated. The scheme is included in CPE.
12. **e-Learning Centre (eLC):-** The facilities include hassle free Internet browsing, use of computers, printing facility and video conferencing. The facility is open to all the students (both regular and off-campus) and the faculty.

Accordingly, the entire college campus is networked using Optical Fibre Cable, and all departments have computers. Every department has at least one net enabled computer. Certain departments like, Chemistry, Commerce, Physics and Malayalam have independent computer labs. More than 60 computers were purchased and appropriate softwares developed or bought. The George Sudarshan Centre for

Computer Studies serves as the Central Computing Facility. It also conducts various computer related courses. For the acquisition of the computers, including UPS and other necessary facilities an amount of about Rs.15,00,000/- has been spent during the last five years.

E. Other Facilities

There are separate **hostels** for Men and Women students. The Men's Hostel is under renovation with UGC Assistance. It provides accommodation for 20 Post Graduate Students. The Women's Hostel provides accommodation for 120 women students. All the basic amenities are provided in the hostels.

Various programmes such as Yoga classes and swimming practices are conducted under the auspices of the **Health Centre**. The services of two doctors are made available by the Health Centre. There is a Walkers' Club associated with the centre aimed at the general health of not only the students and staff but the general public as well.

The college canteen provides food at subsidised rates to all the students. It functions under the supervision of the canteen committee, which has members from teaching staff, non-teaching staff and students. The free noon meals scheme of the **Oasis** (a project of the PTA) is implemented through the canteen.

The **Student Cooperative Society** provides facilities such as supply of study materials, text books, note books and stationery items. It acts as a link between the University and the students in the distribution of University related materials like various forms, old question papers, syllabi, and manuals. It has facilities for photocopying and spiral binding and it runs a coin-operated telephone terminal.

The activities of Brains Trust, Jyothis, and other associations of students are conducted in the **Student Centre**.

The **Career Guidance Centre** provides career related information, conducts programmes for soft skill development, arranges model interviews and organises campus recruitment programmes.

The College provides all the physical and infrastructure facilities for **sports activities**. The physical facilities include a Stadium with 400 metres track, Cricket Practice Pitch, Softball Court, Basket Ball Court and Indoor Shuttle Court. Separate rooms are provided for the players of Hockey and Cricket and Football. The students are provided with sports kits and other sports materials.

The **Common Instrumentation Centre** maintains all the major research equipments and instruments which can be utilised by the teachers and research students of various science departments.

Other facilities of the college include post office, branch of the State Bank of Travancore, ATM, Co-operative Societies, Computer Centre, Indira Gandhi National Open University Study Centre, MG University Study Centre, and MG University Off-Campus Centre

Campus Development Plan

To accommodate the organic growth of the institution, the college has drawn an elaborate master plan[3] for its campus development for the next 10 years (2007-17). The plan includes:-

1. Construction of the Physical Science Block adjacent to the Chemistry-Physics Block for augmenting the facilities for Chemistry and Physics Departments.
2. Construction of the Business Studies Block in front of the Botany Block to house the Commerce Department and the proposed Management Department.
3. Construction of the Humanities Block behind the Main Block for shifting the History, Economics and Sociology Departments to it so that the Main Block can exclusively be the Administrative Block.
4. To complete the first floor of the GSCC Building to provide additional facility for the proposed MCA Course.
5. To complete the second floor of the Research Block to relocate the Physics and Chemistry Research Centres.
6. To construct a new Building behind the PG Hostel for starting the K.R Narayanan Centre for Human Empowerment
7. To construct an indoor stadium behind the Administrative Block.
8. Renovate the century old College House[4].
9. To develop at least one room in every department as a Technology Enabled Class Room

After the first assessment in 1999, the college has undertaken several activities, such as increasing the Built up Area (Research Block, Seminar Hall), Technology Adoption (Campus Networking, Library and Office Automation), Infrastructure Development (Rain Water Harvesting, Dedicated Transformer etc), Audio-visual Equipments (LCD Projectors, OHPs), New Facilities (Language Lab, e-Learning Centre), Sports Facilities (Basketball Court) and Renovations (Canteen, P.G Hostel) for improving the infrastructure and learning resources[5].

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[3] Master Plan is enclosed as Appendix VIII.

[4] The Principal's residence which was constructed in 1819.

[5] The details of the developmental activities undertaken by the college since last assessment are given in pp.29-30.

Criterion V

Student Support and Progression

A. Student Profile

The CMS College has a total strength of over 2000 regular students for its various undergraduate, post graduate, certificate and diploma programmes, in addition to the nearly 400 students of the various continuing education courses. The college accommodates students of diverse backgrounds. While following all the norms of the government of Kerala and those of the Mahatma Gandhi University regarding admission, special attention is given to women and the disadvantaged - economically, socially and physically.

Reflecting the policy of emphasising Women Education[1], the sex ratio of the students is in favour of women. Presently 57.17 percent of the total students is women[2]. This ratio is as high as 77.51 percent in the case of Post Graduate courses, but low (28.79) in the case of certificate and diploma courses. The main reason attributed to the phenomenal growth in the field of literacy in the state, is the importance given to female education by the CMS College right from 1913 when women students were first admitted here. The gender-wise strength of the students is given in Table.5

Table.5:- Gender-Wise Strength of Students (2005-06)

Sl.No	Programme	Male		Female		Total	
		No	%	No	%	No	%
1	Undergraduate	678	46.63	776	53.37	1454	71.14
2	Post Graduate	103	22.49	355	77.51	458	22.41
3	Certificate &Diploma	94	71.21	38	28.79	132	6.46
Total		**875**	**42.81**	**1169**	**57.19**	**2044**	**100.00**

The College demographics in the current year (2005-06) include 12.82 percent students under statutory reservation category, 22.94 percent in the backward category,

[1] Admission to Women students was started in 1913 itself.

[2] For all calculations only the regular students are considered.

17.32 percent in the economically disadvantaged category and the remaining 46.9 percent in the general category. Details are as in Table.6.

Table.6:- College Demographics 2005-06

Sl.No	Category	UG		PG		Diploma		Total	
		No	%	No	%	No	%	No	%
1	SC/ST	189	13.00	64	13.97	9	6.82	262	12.82
2	OBC/OEC/BC etc	378	26.00	72	15.72	19	14.39	469	22.95
3	Economically Backward	257	17.68	84	18.34	13	9.85	354	17.32
4	General	630	43.33	238	51.97	91	68.94	959	46.92
Total		**1454**	**100.00**	**458**	**100.00**	**132**	**100.00**	**2044**	**100.00**

B. Student Progression

Majority of the students, who pass the undergraduate courses, go for higher studies. In the case of B. Com graduates, a majority opt for M.B.A and C.A courses in tandem with the current trend but some go for M.Com. A large number of post graduates in Science and Arts subjects go for B.Ed while some others join up for higher courses like M.Phil and PhD. The college provides special coaching for UGC-CSIR Examinations under the auspices of the Physics Gurukulam. A good number of students qualify in these tests every year. In Physics alone five students qualified in the GATE in 2004 and seven in 2005. One student, Prasanth Narayanan scored a percentage of 99 securing Rank 21 in the examination.

The College also arranges coaching classes for Chartered Accountancy and MBA Entrance Test, and a sizable number of students pass these examinations. A partial list of students who have qualified the competitive examinations during the past two years is given Table.7.

Table.7:- Students Qualified in Competitive Examinations

Year	UGC-CSIR	SLET/SET	GATE	CAT/MAT	TOFEL	Central Service
2003-04	12	29	7	32	3	5
2004-05	14	31	9	36	6	3

Note:- Full statistical data are not provided since updates of all students who have passed out of this college are not available.

The Career Guidance Centre of the college conducts several programmes to improve the employability of the students. It also arranges model interviews and other such programmes. Many students get appointment in reputed companies like MRF. Several companies conduct campus recruitment also. In the current academic year itself right up to February 05, 2006, about 100 students were selected through campus recruitment made by Progeon, Google, Genpact, and Bajaj Allianz.

However, currently the college does not maintain records about the details of the students who pass out. Realising the need for maintaining a record of the progression of the students, the college has already initiated a programme to maintain an updated data base of the Alumni. Accordingly a provision is created in the college website for the online registration of the Alumni. The registration is made in a database format so that it facilitates easy classification of the Alumni. This will provide an updated Alumni position, which will be helpful to identify students' progression.

The drop out rate for all courses is less than 2%. The majority of drop outs are from the undergraduate Science courses. However, these are not cases of discontinuing education, but a shift in favour of paramedical courses like Nursing, Pharmacy etc.

C. Student support

Consistent with its mission, the college provides and assures equitable access to a comprehensive array of programmess and services to address the learning support needs of its student population. It provides support for a diverse set of disciplines, learning approaches and teaching methods. They include publication of prospectus, distribution of college calendar to all the students, financial aid to the needy, special schemes for the economically and socially disadvantaged, student counselling, career training and career information, soft-skill development programmes, programmes for development of leadership qualities and personality development, campus activities, student government, tutoring, remedial courses, and computer literacy.

College Calendar

Updated prospectus and college calendar are published annually with all the necessary information regarding the different courses offered by the college, the admission procedure, fees structure and rules. The college calendar is an integrated handbook providing all the information a student needs to know about the college. Its contents include:-

1. General Information
   Name, Address, Telephone Numbers, and Web Site Address of the college.
   Educational Mission
   Courses and Programmes
   Academic Calendar and Duration of courses

Available Student Financial Aid
Available Learning Resources
Names and Degrees and Telephone Numbers of Administrators and Faculty
Names of Governing Board Members

2. Requirements
   Admissions
   Student Fees and Other Financial Obligations
   Degrees, Certificates, Graduation and Transfer
3. Major Policies Concerning Students
   Academic Regulations
   Grievance and Complaint Procedures
   Refund of Fees
4. Student Support Facilities

   Career Guidance Centre
   Counselling Centre
   Other Institutions in the campus.

Scholarships

Five broad categories of scholarships and concessions are available to the students, namely,

1. Scholarships provided by the University
   a. University Merit Scholarship
   b. Concessions from Student Aid Fund
2. Scholarships and concessions given by the Government of Kerala
   a. Kerala State Scholarship
   b. Educational Concessions to SC/ST/OBC/OEC students
   c. Educational Concession under Kumara Pillai Commission Report
3. Scholarships and Prizes given by the College
   a. Eighteen prizes and endowments are instituted by the college to be given to the students who secure the highest marks in different subjects and papers.
4. Scholarships given by the Alumni
   a. Dr.E.C George Sudarshan has instituted two scholarships for students of the Physics Department
5. Scholarships provided by the AIACHE
   a. Scholarship for *Dalit* Christian Students
   b. Scholarship to students who display outstanding leadership qualities

During the year 2004-05 Rs.1,43,955/- was distributed as scholarship to the students of the college.

Support to SC/ST and Other Disadvantaged Students

Since this is an aided college, government policy is followed in fee collection and scholarship. The SC/ST/ OBC and financially backward students get government stipends, scholarships and freeships. Economic criteria are considered in the case of

OBC/OEC students, whereas no such conditions exist in the case of SC/ST students. Further, economically disadvantaged students from the general category are eligible to avail of educational concession as per the recommendations of the Kumara Pillai Commission Report. Besides, the PTA of the college has launched a programme named **Oasis** with the aim of supporting the economically disadvantaged students to ensure that no student shall be denied the benefits of higher education just because of economic disadvantage. It provides for food, hostel fees, medical expenses and other educational expenses of the economically disadvantaged students. For this purpose, a fund is created with generous contributions from the faculty, students and alumni.

Counselling (Career, Personal and Academic)

There is a career guidance centre working in the college with a well-furnished office and a teacher in charge to coordinate the activities. The centre organizes campus interviews and recruitments, career training programmes, personality development programmes, entrepreneurship development programmes and other training programmes to enhance the employability of the students. Information regarding new courses, new career opportunities and options for higher studies are provided to the students. The women students come under the umbrella of a separate association named *Jyothis* which organizes training programmes seminars and discussions on health problems, communication skills. "Better Home Living", a programme of the Jyothis, helps students to get training in metal carving, puppetry, flower arrangement, painting and embroidery.

For academic and personal counselling, a separate counselling centre *Santhwana* is working in the college in the charge of a trained faculty member. This centre conducts several courses like Pre-marital counselling which is a series of interactive lectures and seminars where students freely voice their doubts and apprehensions. Further, there is a group of teachers who are trained in counselling. The Class Wardens and the Tutors offer academic counselling. Counselling for the women students is given under the auspices of the *Ushus,* the association of the women teachers of the college. The Entrepreneurship Club in the college organises many programmes with the aim of training the students in doing independent business[3].

[3] During the year (2005-06) two programmes, namely Ethnic Food Festival and Christmas Cards Sale were conducted under the auspices of the Entrepreneurship Club.

Women's' Study Centre

The Women's Study Centre provides opportunities for women to articulate on various gender related issues, both student and staff.

Alumni

'*Vidyasouhrudam*' the Alumni Association of the college is a source of great strength and inspiration. It actively supports the college in its endeavour to attain greater heights. Every year on January 26, the old students from every part of the globe come to the college campus for a day of reminiscence and recreation. From the hundreds of world-renowned personalities who have walked out of the portals of CMS College a few names are listed in Table.11.

Table.11:- Most Renowned Alumni of the College

No.	Name	Position
1	Sri.K.R. Narayanan	Former President of India
2	Sri. K.P.S Menon	Formulator of Indian foreign policy and Ambassador to many countries
3	Justice K.T Thomas	Former Judge, Supreme Court of India
4	Sardar K.M Panicker	Historian and former Ambassador to China
5	Rt.Rev. Thomas Samuel	Bishop, M.K Diocese, CSI
6	Mr. Oommen Chandy	Chief Minister of Kerala
7	Mr. Suresh Kurup	Member, Parliament
8	Padmabhooshan Dr. Jacob Chandy	Noted Neuro Surgeon
9	Padmabhooshan Sri K.M Mathew	Chief Editor, Malayala Manorama,
10	Dr. George Sudarshan	The globally acclaimed theoretical physicist
11	Dr. Babu Joseph	Former V.C Cochin University
12	Dr. John Makkil	UNESCO
13	Sri. Jayaraj	Noted film Director
14	Sri. Aravindan	Noted film Director
15	HH Baselius Mathews I	Supreme Head, Orthodox Church
16	H.G. Alexander Marthoma	Metropolitan, Marthoma Church
17	Dr. Sankaranarayanan, IFS	Secretary, Govt.of India
18	Sri.K.T Chacko	Director General of Foreign Trade, GOI.
19	Smt. O.P Sosamma I.AS.	Secretary, Govt.of Tamil Nadu
20	Sri. George Joseph IAS	Secretary, Govt.of Kerala
21	Sri. Jose Cyriac IAS	Secretary, Govt.of Kerala
22	Sri. P.H Kurian IAS	IT Secretary, Govt. of Kerala

The alumni have chapters in Dubai, Abu Dhabi, Kuwait, Doha, New York, Detroit and Chicago. The chapter meetings in different parts of the world strengthen the main body. The alumni contribute to the development of the college financially and otherwise. The seminar room in the Department of Chemistry is set up with liberal contributions from the various alumni chapters in the US. The 'Great Hall', the most magnificent symbol of tradition and glory of CMS College was renovated beautifully by the Abu Dhabi and Dubai Chapters. The entire collection of the Mashek Library was contributed by Dr. E.C. George Sudarshan. He has instituted two Research Scholarships also. To honour the rank holders of various courses, the Alumni Association has established prizes which are distributed on 26th January every year.

Grievance Redressal

There is a Student Affairs Committee in the college to look after various student related issues like discipline, cultural programmes, election, tour, sports, hostel, student facilities and general grievances. The Committee consists of the Students Dean[4] (Chairman), two HODs, three teachers, Physical Education Director, one teacher in charge of NSS/NCC/other student support services on rotation basis, office superintendent, and the College Union Chairman. Three sub-committees: Grievance Redressal Committee, Canteen Committee and Cultural Affairs Committee function under the Students Affairs Committee. These committees look into various student related issues like campus discipline, ragging and sexual harassment, student government, student welfare, student programmes and cultural activities.

For redressing grievances relating to internal evaluation, there is a separate Internal Evaluation Grievance Redressal Cell functioning under the Internal Evaluation Coordinator[5].

Welfare Schemes

The college offers various welfare schemes for the students. **Oasis** provides assistance to the economically disadvantaged students; the college **Canteen** provides food at subsidised rates, the **Students' Cooperative Society** supplies books and other study materials at reasonable prices; **the Staff Cooperative Society** also sets aside an

[4] Currently Mr. John Chandy of the Department of Chemistry is the Students Dean.

[5] Currently Mr. George Kurian of the Department of History is the Internal Evaluation Coordinator

amount for student welfare activities; and the **college** provides 18 scholarships. The college also gives freeships and fee concessions to the needy with the help of the PTA.

In short, the free internet access, programme for improving communication skills, academic and personal counselling, functioning of large number of clubs and societies, automation of student records, access to digital library, orientation programme in the beginning and finishing programme in the final year play a crucial role to enhance the quality of education in general.

D. Student Activities

The college aims at the all-round development of the students. Accordingly the college conducts and encourages co-curricular activities such as sports, games and cultural affairs along with the curricular activities.

With separate playgrounds for cricket, football, softball and basketball and other necessary facilities, the college has been encouraging sports and games. As incentives, the college provides sports kits, and meets the expenses in connection with the participation in tournaments. The winners are honoured with prizes and medals at a public function and a dinner is hosted by the Principal. The college also conducts the annual sports festival in February every year in which inter-departmental competitions are held. An Ever Rolling Trophy is instituted by the Staff Cooperative Society to the Department which obtains the highest score in the competitions. The college has significant presence in items like Hockey, Cricket, Power Lifting, Best Physique, Kabaddi, Softball, and Aquatics at the inter-collegiate and inter-university levels. The number of students who participated at the inter-university level during the last five years is given in Table.11.

Table.11:- Number of Students who Played at the Inter-University Level

Year	2000-01	2001-02	2002-03	2003-04	2004-05
Number	24	15	32	12	12

The Cultural Affairs Committee works under the Students Affairs Committee in order to co-ordinate all the cultural activities of the College. ***Sargasala*** is the organisation of the College that promotes the classical forms of arts and music in the college campus.

Students are always encouraged to participate in intercollegiate and inter-university cultural competitions. Students from the college participate and win in items like Light

Music, Classical Music, Dance, Debate, Elocution and Quiz[6]. The students of the college are showing interest in the production of documentaries and campus films. In 2005 a Workshop on Digital Video Production was conducted in association with the Chethana Media Institute Thrissur. The campus film "Oblomov" was adjudged as the best campus film in 2004-05 and won many prizes. The various literary clubs and associations ensure participation of the students in the cultural activities.

With the objective of inculcating leadership quality, citizenship and social responsibility, the student government[7] (College Union) functions in the college. The executive body consist of 14 students elected in a democratic way. Leaders like, Sri. Oommen Chandy, Chief Minister of Kerala, Sri. Suresh Kurup MP and Ms. Reeba Varkey, Municipal Chairman, Kottayam had their first political experiences in this campus.

The college collects feedback from the employers as well as recruiters. While appreciating the students from CMS College for their knowledge, crisis management abilities and dedication, there is concern about their communication skills. Based on such feedbacks, the college has launched a programme called Success Through Communication which aims at improving the communication skills of the students. Efforts are taken under the auspices of the Career Guidance Centre for the improvement of the communication skills of the students.

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[6] Ms. Suvarna R (II DC Physics), Ms.Surya S (I MSc. Physics) and Ms.Anna Varghese (II M.A History) made outstanding performance in various arts competitions and won many prizes during the year 2005-06.

[7] However, the functioning of the college union is temporarily suspended all over Kerala following an order of the Kerala High Court.

Criterion VI

Organisation and Management

A. Leadership, Goal Orientation and Decision Making

The Principal is the head of the institution and he takes the initiative in **setting the goals** and resetting them in accordance with the changing requirements. This is done in a participatory atmosphere where the ideas and opinions of various stake holders are given due consideration. He **fixes the responsibilities** of the staff in such a way that academic activities are performed without any conflict. He takes efforts to reconcile the goals of the individuals with those of the institution. This assumes special significance in an educational institution where there are possibilities of individual interests diverging from organisational interests. He **represents** the entire college community and speaks the mind of the community whenever need arises. He provides the required **guidance** for attaining the objectives of the organisation from both short-term and long-term perspectives. He encourages the creativity and initiatives of the staff and students and their achievements are duly recognised which lead to further motivation.

The CMS College was established with the mission of **providing value based liberal education for social development** and for the past 188 years it has been designing and implementing programmes and activities to attain the stated objectives in conformity with the mission. It tries to ensure transparency, democracy, participation, sound organizational set up, and accountability in its functions while maintaining high quality in its various academic and administrative units. The College believes that the quality of the institution is determined by the quality of the people through whom the college functions. The College ensures that all the preconditions for quality such as merit based appointment of personnel, decentralized and participatory management, transparent operations, flexible plans and sound organisational structure exist within the dynamics of the institution.

B. Organisation Structure

The CMS College is an aided college affiliated to the Mahatma Gandhi University. The College is managed by the Executive Committee of the Diocese of Madhya Kerala, Church of South India acting through the Diocesan Bishop who is the ex-officio Chairman of the Management Board. The Manager appoints the principal from among the staff to look after the internal administration of the college. The Principal

discharges his functions in consultation with the Management Board. The Principal is assisted by the College Council, the Vice Principal, the Bursar, Heads of Departments and the Class Wardens. The chief functionaries of the College are the following-

Manager – He is the Chairman of the Management Board having the power of appointment of functionaries like the Principal, the Vice-Principal and the Bursar; appointments, promotions, and disciplinary issues of personnel; and the utilisation of the property and facilities of the college subject to the constitution.

Principal - The Principal is the Chief Executive Officer and Accounting Officer of the College. He is the Chairman of the College Council, Academic Council, IQAC, Planning Committee and Library Committee. He has the discretion to act independently in the normal sphere of his duties. He may consult the Management Board, the Staff Council or the Discipline committee on various matters. The Principal consults the Vice-Principal and the Bursar with regard to the day-to-day administration of the College. The Principal is the Secretary and Treasurer of the Management Board.

Vice-Principal – The Vice-Principal is appointed by the Manager in consultation with the Principal from among the staff members. The Vice-Principal is in charge of Students Attendance, Work Plan of Teachers, College Website, College and Department Timetable, Academic Audit, Teacher Evaluation by Students, Self Evaluation by Teachers, Accreditation and Quality Certification.

Bursar:- The Bursar is the Chairman of the College Finance committee. He is responsible for the preparation of the budget, the approval of all payments, the checking of all receipts and the management of the properties of the college.

Heads of Departments:-Each Department works under the respective Head of the Department appointed by the Principal on the basis of seniority. The HOD is responsible for the Department Timetable, work allocation among teachers of the department, review of work done by teachers, conduct of internal examinations, submission of various reports to the Principal, preparation of annual action plan of the Department, and other works assigned by the Principal.

Wardens: There is a warden for each class and s/he is nominated by the Principal on the recommendation of the respective Head of Department. The Class Warden is responsible for class discipline, class attendance, extraordinary leave and absence of students, coordinating internal evaluation activities, consolidating internal marks and preparing the reports to be sent to the University, supervising the co-curricular activities of the students, and recommending the issue of conduct certificate.

The Administrative Assistant:- The Administrative Assistant is in charge of the office affairs. He is assisted by the Head Accountant, Office Superintendent and other office staff. (Organisation chart is given in Appendix. XIII)

All the decisions are made in consultation with or on the basis of the recommendation of various committees such as the Planning Committee, Academic Council, Board of Studies (for each faculty), Examination Committee, Admissions Committee, Library Committee, Finance Committee, Students Affairs Committee, Purchase Committee, Buildings Committee, and Wardens council. This ensures the participation of the faculty in decision making and transparency in operation.

The meetings of the various committees are held at least once in every term of three months and the minutes are to be recorded in the Common Minutes Book.

The Departmental administration is largely done by the Head of Department of each department in consultation with members of the faculty of the department. At the beginning of each year, the departments prepare a calendar of departmental activities.

C. Perspective Planning

The developmental activities are proposed by the Planning Committee and approved by the Management Board. The Committee prepares both short-term and long-term plans relating to the starting of new courses, establishing tie-ups, developing infrastructure etc. These plans are the result of the constant deliberations of the Planning Committee where the suggestions and requirements of various departments form the main input. The feedback of various stakeholders are also given due consideration. However, most of these plans, especially those concerned with courses and curricula, are subject to the approval of the government and the university.

The college prepares an academic calendar at the beginning of the every year in which the schedule for conducting various curricular and co-curricular activities of the college is specified. All the departments and other sub-units prepare separate Plans of Action. The Principal prepares the Yearly Action Plan by consolidating the Action Plans of the departments and sub-units. These Action Plans are presented in the Academic Workshop and are approved by the whole college.

The major proposals executed in the last five years include construction of the Research Block and the New Seminar Hall, Renovation of the Askwith Block and the Great Hall, Starting of the Off-Campus Courses of the M.G University, Networking of the College Campus, Automation of the College Library, Installation of EPABX and Public Address System in the College, and starting of BSc., and M.Sc courses in Bio-Technology, MSc. Course in Family and Community Science and M.A courses in Economics and History. Certain proposals like the renovation of the PG Hostel and automation of the of the College office are under various stage of implementation. .

The college will be celebrating its bi-centenary in 2017. Various programmes have been planned to be implemented during the next ten years (the Dream Decade) which will make the entry in to the third century a proud one[1].

D. Manpower Planning

Appointments of the teaching and non-teaching staff are made as per the guidelines of the Government of Kerala. Whenever a permanent vacancy arises it is reported to the government and the vacancy is advertised in at least two news papers (one each in English and vernacular) and in the University News. Applications are called for in prescribed forms, interviews are conducted by the duly constituted selection committee and the most suitable candidate is appointed. However, no permanent appointments were made during the last 10 years because of the government policy. But an adequate number of temporary teachers was appointed with assistance from both the state government and the management. The staff requirement is assessed on the basis of work load approved by the University and the State Government. During the past five years only one teacher from another institution was recruited[2].

Presently there are 145 Teaching Staff (95 Permanent[3] and 50 Temporary) and 76 Non-teaching Staff (59 permanent and 17 temporary). The Ratio of Teaching Staff to Non-Teaching Staff is 1.9:1 (145/76).

E. Performance Appraisal

The College follows the mechanism of **self appraisal** to evaluate the performance of the faculty in teaching, research, and extension programmes. For this purpose an eight page Self Evaluation Performa is distributed at the end of the academic year. The data collected is processed and evaluated. The Principal and HODs also evaluate the performance of the faculty. The evaluation result is conveyed confidentially to the teachers with a comment from the Principal. The feedback from the students are also processed and included in the report given to the faculty members. The information so generated is used for understanding the training needs of the teachers, problems they encounter in the teaching-learning-evaluation process, and the efficiency of the teachers.

The Principal makes observation of the work of the non-teaching staff working in the college office. He holds occasional talks with the ministerial staff with a view to discuss problems and explore reforms in administration. Necessary measures are

[1] The details of the action plan are given in Appendix. XX

[2] Mr.George Jacob of the Department of Chemistry is recruited from Henry Baker College, Melukavu.

[3] Out of the 95 permanent teachers, 12 teachers are on leave, six are on FIP leave and the another six on long leave.

taken to improve their efficiency, like providing additional training especially in the use of computers and creating infrastructural facilities. There is an inbuilt internal check system of cross checking the work of each employee by another employee automatically. Heads of Departments evaluate the performance of the non-teaching staff working in individual departments and reports are given to the Principal.

In conformity with the founding vision of freedom and creativity, the management grants ample opportunity for administrative autonomy. Almost all the operational decisions are taken by the various statutory bodies of the college. However, the management has a decisive voice in the general policy. Normally the management (represented by the Manager) and staff meet once a year whereas the Principal conducts at least one staff meeting in each of the three terms of the year separately for teaching and non-teaching staff.

F. Staff-Development Programmes

With the objective of improving the efficiency, the college conducts staff development programmes periodically, both for teaching and non-teaching Staff. For the past few years much emphasis is given to train the staff in the use of computers for academic and administrative works.

The non-teaching staff was given training in the use of computers in connection with office automation and library computerisation. Fees, accounts, student information, Provident Fund, Salary and Tax sections are computerised and the employees concerned were given training in the software. The library staff was given training in computer fundamentals and in the Library Software.

Staff Development programmes are conducted for Teaching Staff also. These programmes are mainly in the area of the use of audio-visual aids and computers for teaching, learning and evaluation. The College organised the "Teach the Future[4]" programme in collaboration with Intel in 2002 for the teachers of the college and teachers of nearby colleges and schools. In 2005 a special programme was conducted to give training to the teachers in making PowerPoint Presentations. Under the scheme of **Teacher Plus** a group of teachers are given training in soft skills development every year.

The training programmes in the computer skills for the teaching and non-teaching staff are included in the **Cyber Campus** Project of the college. Provision is made in the CPE Programme also for conducting staff development programmes.

[4] In the Teach the Future Programme, the teachers were given training in computer and net aided teaching.

G. Resource Mobilisation

Being an aided college, the fees are fixed by the Government of Kerala. Revision of fees is made by the Government from time to time. In the case of courses under the self-financing scheme slightly higher fees are levied. However, in keeping with the tradition of the college[5] it is always assured that the students can afford the fees. (Fee structure is enclosed as Appendix IX).

The major sources of finance of the college come through assistance from the Government of Kerala (salary of the teaching and non-teaching staff), developmental Plan Assistance from the UGC (General Development and Post Graduate Development), funds generated by PTA through donations, contributions from Alumni, fees from students of self-financing courses and funds generated by Off-Campus Centre and George Sudarshan Centre for Computer Science. The various sources of income to the college for the year 2004-05 are given in Table. 9. The amount received by the faculty from various sources for carrying out projects and the fund availed by the college for conducting seminars are not included.

Table 9:- Sources of Income

SlNo	Item (Source of Income)	Amount	% Total
1	Grant from Govt.of Kerala towards Salary	25105387	69.66
2	Assistance from UGC	4,50,000	1.25
3	Assistance under CPE (UGC)	30,00,000	8.32
4	PTA	8,67,973	2.41
5	Off-Campus Centre	19,50,000	5.41
6	George Sudarshan Centre	4,50,000	1.25
7	Fee from self finance courses	29,84,000	8.28
8	Other Receipts	12,30,000	3.41
Total		**3,60,37,360**	**100**

Note:- Other receipts include rent of hostels, rent of premises, income from the conduct of examinations of professional bodies and government agencies.

Thus, the major source of income to the college, other than the salary grant of the government and the assistance from UGC, is the fees received from students of self-financing courses and then the income from off-campus centre.

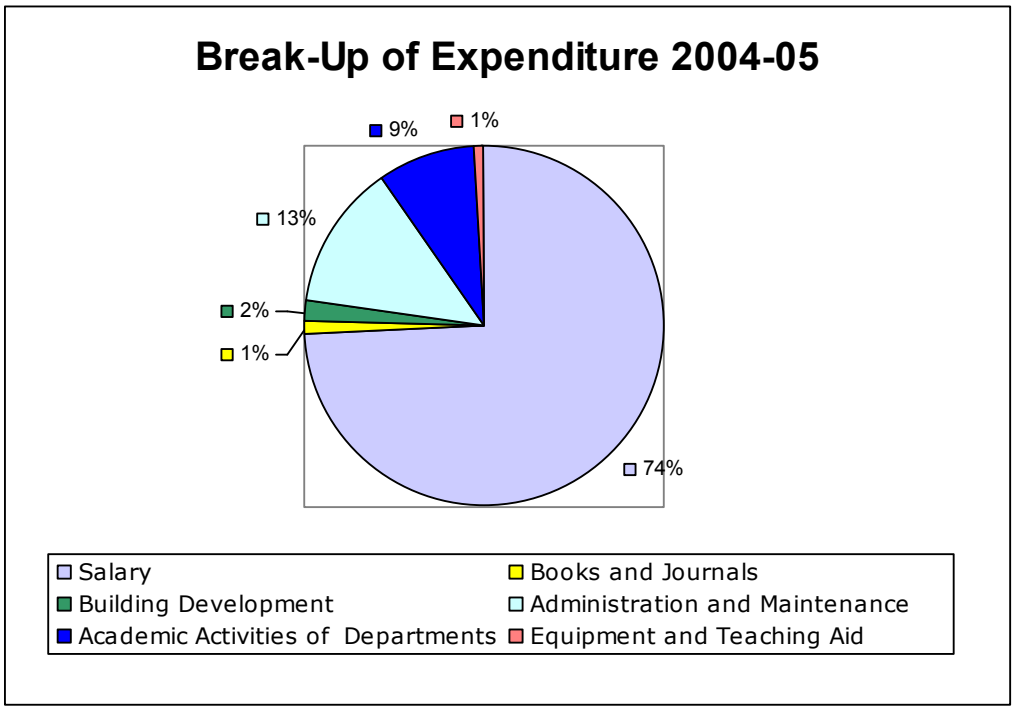
[5] The college charged no fees till 1855, when a fee of Re.1/- per month was introduced.

H. Finance Management

During the year 2004-05 the total expenditure was Rs.3,45,93,922/[6]-. The major share of the expenditure is accounted for by salary of the teaching and non-teaching staff (73.60%) followed by Administration and Maintenance (13.49%) and Academic Activities of the Departments (9.18%). The break up of the expenditures is given in Table.9

Table No.10:- Break-up of Expenditures

Sl.No	Item	UGC	Govt	Mgmt	PTA	Total	%
1	Salary	0	25105387	378320	99600	**25583307**	74.4
2	Books and Journals	215773	83673	24200	36677	**360323**	1.05
3	Building Development	0	0	674154	0	**674154**	1.96
4	Administration and Maintenance	0	1909259	2168048	458981	**4536288**	13.96
5	Academic Activities of the Departments	508563	24365	2212364	290299	**3035590.7**	8.81
6	Equipment and Teaching Aid	0	20000	251594	0	**271594**	0.79
	Total	**724336**	**27142684**	**5708680**	**885557**	**34461257**	100.00



[6] The amount spent on research projects of the individual faculty members is not included in the college budget

Every year the college estimates the expenses and income and prepares a budget. The expenses are normally made as per the provisions of the budget, which is approved by the Management Board. The budgeted expenses and the means of finance for the year 2005-06 are given in tables 11 and 12.

Table 11:- Budgeted Expenses for 2005-06

SINo	Item of Expenditure	Amount	Amount
1	**Library Development**		
	Books and Journals	5,00,000	
	Digital Library	2,00,000	
	Repository	1,50,000	8,50,000
2	**Infrastructure and Building**		
	New Transformer	4,50,000	
	Office Automation	2,00,000	
	Renovation of Hostel and Compound Wall	3,50,000	
	Networking of the Campus	5,00,000	
	Building	6,00,000	21,00,000
3	**Administration and Maintenance**		
	Printing and Stationery	3,00,000	
	Electricity, water, and telephone	3,50,000	
	Hostel	2,50,000	
	Repairs and Maintenance	15,00,000	
	Maintenance of computer and equipments	4,00,000	
	Student welfare	15,00,000	
	General Expenses	7,00,000	50,00,000
4	**Academic activities of the departments**		
	Laboratories	8,00,000	
	Common Instrumentation Centre	10,00,000	
	Self-Financing courses expenses	25,00,000	43,00,000
5	**Equipment and Teaching Aid**		
	Language Lab	5,00,000	
	Educational Technology Lab	3,00,000	
	Multimedia Class Room	3,00,000	
	HRD Programmes	2,00,000	13,00,000
Total			**1,35,50,000**

Table 12:- Means of Finance

Sl.No	Sources	Amount
1	Development Assistance from UGC	7,28,000
2	Assistance from UGC under CPE	30,00,000
3	Assistance from Government for Stipend	15,00,000
4	Fee from self financing courses	25,00,000
5	Income from Off-Campus Centre	15,00,000
6	Income from George Sudarshan Centre	5,00,000
7	PTA	10,00,000
8	Alumni	5,00,000
9	Deficiency	23,22,000
Total		**1,35,50,000**

Note:-The expenses and incomes are computed without including the salary grant from the government and the consequent salary payment.

The operational and maintenance budgets of the college are adequate for the day-to-day operation of the college and for maintaining the equipments and installations properly.

All the accounts of the college are periodically audited by appropriate authorities. The Accountant General conducts the audit of government related accounts like fees, salary, stipend and grants. The UGC accounts are audited by an independent Chartered Accountant. The management accounts are also audited by an external Chartered Accountant. The Accounts of independent subunits like the Parent–Teacher Association and Off-Campus Centre are also audited separately by Chartered Accountants. The Accounts of the Staff and the Student Cooperative Societies are audited by the Department of Cooperation, Government of Kerala. The audited annual accounts are submitted to the College Management Board *(A copy of the Income and Expenditure Account is enclosed as Appendix. XII).*

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Criterion VII

Healthy Practices

A. Total Quality Management

The CMS College is in a relentless endeavour to achieve its cherished objectives. Need based courses, merit based appointments, liberal admissions, skill development programmes, integration of technology, issue based researches, value education, responses to the issues in the society, student activities, large number of clubs and associations, cultural programmes, heritage buildings, eco-friendly campus, proactive management, transparent functioning, community participation, extension activities and programmes of external agencies all manifest the realisation of the objectives of the College.

In order to ensure quality in its academic as well as administrative activities, the college has developed a sound system of management. The college follows a **democratic form of management**, a tradition of the Anglican Church. Principles of democracy are observed right at the apex, even in the election of the Manager of the College, the Bishop in Madhya Kerala Diocese of the Church of South India. In the Management Board there is a teacher representative from the college. The Principal is selected from among the staff and given wide powers to work in a state of administrative autonomy. The Council of Heads is the supreme decision making body in all the academic matters. The Academic Workshop, the Academic Retreat, Faculty Assessment, Council of Heads, Wardens' Meet, Staff Meetings, Prefects' Meet, Meetings of Non-Teaching Staff, Self Evaluation and Feedback from students act as in-built mechanisms for internal quality check.

Conscious about the importance of quality in Higher Education, the institution was one of the first colleges in India to opt for NAAC accreditation as early as in 1999 and it was conferred with the **Five Star** status then. As per the recommendation of the NAAC, the **Internal Quality Assurance Cell** was established in 2004 itself. The functioning of the IQAC was formally inaugurated by the greatest ever son of the College, Dr K. R. Narayanan, former President of India in February, 2004. All the IQAC members are ex-officio members of the College Planning Board. The IQAC meets once in two weeks at its office. It plans and evaluates the general functioning of the college and makes suggestions for improvement. The IQAC identifies and sustains best practices. It suggests norms, standards and monitoring mechanisms for the overall functioning of the college.

B. Innovations

Being an Arts and Science College, majority of the academic courses offered are Undergraduate and Postgraduate programmes in conventional subjects. But in response to the changing demands of the modern times, the college has started innovative courses leading to degrees as well as diplomas. Post Graduate Course in Food Science Management and Dietetics, PG and UG courses in Biotechnology, Undergraduate courses in Communicative English and Vocational Malayalam are some of them. Realising the potential of Information Technology, the college started courses like BSc-IT, MSc-IT, MBA-IT and M.Sc. Bio-Informatics. With the objective of extending the academic strength of the college to larger beneficiaries, the college started M.B.A and M.C.A courses in the Off-campus stream. Besides, the college has designed certain courses of contemporary demand such as PG Diploma in Professional Accounting, Diploma in Web Designing and Animation, Diploma in Fashion Designing and PG Diploma in Dietetics. Three Add-on career oriented Diploma Courses were also started with sponsorship from the UGC.

There has been a paradigm shift in the teaching-learning-evaluation process. The method of teaching became more **student-centred**. The teachers are encouraged to and are given the freedom to try innovative techniques in teaching, learning and evaluation process. Accordingly various teaching methods are identified and adopted. The concept of **peer teaching** was successfully implemented in programmes like Total Computer Literacy and Success Through Communication; **real life experience** method is adopted in Commerce; **earn-while-you-learn** scheme is introduced in B.A Malayalam Course; **on-the-job training** is introduced in B.A Communicative English Course; **field study** method in Zoology, Botany and Physics; **theatre support, demonstration, and picturisation** in English and Malayalam Literature Classes; **learning through soft-skill** is practiced in Zoology; **seminars, debates, and discussions** in all the classes. In the **Academic Fest**, competitions are held for curricular items. All these activities helped in creating an appropriate atmosphere for competitive and participatory learning. The **result analyses** by the wardens and the Principal are found to be very much rewarding.

In the area of research, the faculty members are encouraged to take up projects with **local relevance and contemporary significance**. Accordingly, six projects were executed under the Kerala Research Programme on Local Level Development implemented by the Centre for Development Studies Thiruvanathapuram, during the period between 1998-2003. Further, a majority of the 18 minor research projects now undertaken are also of local relevance. Collaborative and Interdisciplinary research is

also promoted. The topics for seminars and workshops are selected by considering their social value and national importance. A **Common Instrumentation Centre** is established under the CPE scheme of the UGC to boost the research activities. Efforts are already made to start a **new Research Centre** in Mathematics and an **Inter-disciplinary Research Centre** in Social Science for the Departments of Sociology, History and Economics. Teachers from other colleges and universities are allowed to work as Research Guides in the Research Centres of the College. Encouragement is also given for programmes which aim at the preservation of bio-diversity. Accordingly, butterfly-garden, herbal garden and green house were setup. For carrying out extension programmes, the college is collaborating with governmental and non-governmental organisations and professional bodies[1]. It is proposed to launch the **Bio-Village Programme** under which various activities aimed at sustainable development will be undertaken.

With the objective of improving the quality of governance, the system of administration is revamped by the integration of technology, development of suitable systems and creation of necessary infrastructure. With the objective of **technology integration**, the college office and library were automated, and new softwares for managing administrative work were installed. Regarding the **development of systems**, various committees were constituted ensuring participation and transparency, and the functions of various functionaries are redefined. To support the technology and the system, **necessary infrastructure** like Campus Network, EPABX, and Public Address System were introduced.

C. Value Based Education

One of the primary responsibilities of any institution of learning is to inculcate human values in the students so that they become citizens of honesty and integrity. The general atmosphere of the institution has, to a great extent, integrated into it the principles and values of the Christian Missionaries by whom the institution was founded. The day begins with a morning prayer by the Principal which is a call for dedication and commitment. The century old, small, beautiful, Gothic style chapel,

[1] The Entrepreneurship Developemnt Programme for Women in the Food Processing Industry (organised by Mr.George V.Kallarackal) is undertaken on behalf of the Ministry of Food Processing , Government of India; the project, "Food Safety and Drug Toxicity Capacity Building" undertaken by Dr. Anooja Thomas was a Joint Programme of the Ministry of Family and Social Welfare, Government of India and the World Bank; and the Programmes on Butterflies and Dragon flies are conducted in tie up with TIES (A voluntary organisation working on environmental issues)

which is modelled on the chapel of St.John's College, Cambridge, remains an inspiration to many. It is open on all mornings and liturgical yet simple worship is conducted regularly[2]. Students, teachers and non-teaching staff give messages in these worships. The yearly Christmas Carol Recital by the College Choir has become a social event in Kottayam.

The college takes all efforts to inculcate the universally accepted values of freedom, justice, equality and environmental consciousness in the students. The college fully endorses the Kothari Commission observation that "knowledge with lack of values may be dangerous". Different methods are resorted to foster human values among the students. **Value education programme**, as a separate course, was started in the college in 1993 with a syllabus including topics on Gandhian thought and Rights and Duties of citizens. The personality development programmes are designed in such a way that behavioural skills also may be imparted along with professional skills, thus **linking values with knowledge**. The participation of students in community development programmes like geriatric care, diet counselling, literacy drive, and NSS activities promote basic values like dignity of labour, concern for others and community living.

D. Social Responsibilities and Citizenship Roles

Creating socially responsible citizens is an important objective of education. The college realises this point and takes effort to ensure that the students coming out of the college display good citizenship. The college organises several programmes to inculcate such habits in them.

The way in which the college responds to social issues inspires the students. The college community has always been responding positively to the needy. There have been several occasions when the faculty and student community responded to the needs of the less fortunate members[3]. The college has implemented a project called **Oasis,** set up with generous contributions by the faculty, alumni and students under the auspices of the Parent Teacher Association. It provides for food, medical aid, hostel rent and other educational expenses of the economically disadvantaged

[2] The Service in the Chapel has been going on uninterruptedly since 1843.

[3] A substantial amount was raised and deposited for the education of a degree student whose father died in an accident. A piece of land was bought and a house constructed for a labourer in the college hostel.

students. When natural calamities and other tragedies occur, the college community responds empathetically[4].

The three NSS units in the college are actively involved in extension work and provide the students with the exposure to social realities. This helps them to develop social commitment. The **Blood Donors Forum** of the NSS with a volunteer strength of more than 200 students is actively cooperating with the nearby hospitals including the Kottayam Medical College[5]. Women teachers conducted a study on various aspects of drug abuse among students and launched a campaign against it. The Department of Sociology has formed a **Geriatric Care Centre** in Association with Department of Social Work of BCM College and the Kottayam Police. The Centre has identified 325 persons in the Kottayam Municipality who need attention and care. Eye-donation camps and orphanage visits are also undertaken at the initiative of the Sociology Department. The College has launched a programme of **Campus Greening** under which a minimum of 100 saplings are planted every year.

E. Overall Development

The college practises a democratic and participatory form of management in all its functions. All the stakeholders such as students, teachers, non-teaching staff, management, alumni, parents, employers and the general public are involved at some stages of the planning, implementing and evaluating the academic programmes.

A workshop is conducted at the beginning of the academic year, in which the plan of action of the college for the year is presented by the Principal followed by presentation of separate plans of action by Department Heads and teachers in charge of various organizations. Teachers actively participate in discussions and come up with suggestions for the development of an effective academic atmosphere and thus the Master Plan of Action is prepared. A committee is set up to shape the suggestions from the academic workshop into concrete programmes which are then conveyed back to the college community. Class committees are constituted which meet regularly in the presence of class wardens. It ensures student participation in the planning and implementation of programmes. Staff development programme for non-teaching staff are conducted for ensuring their effective participation in the activities of the college. The suggestions and other feedbacks obtained from various stakeholders

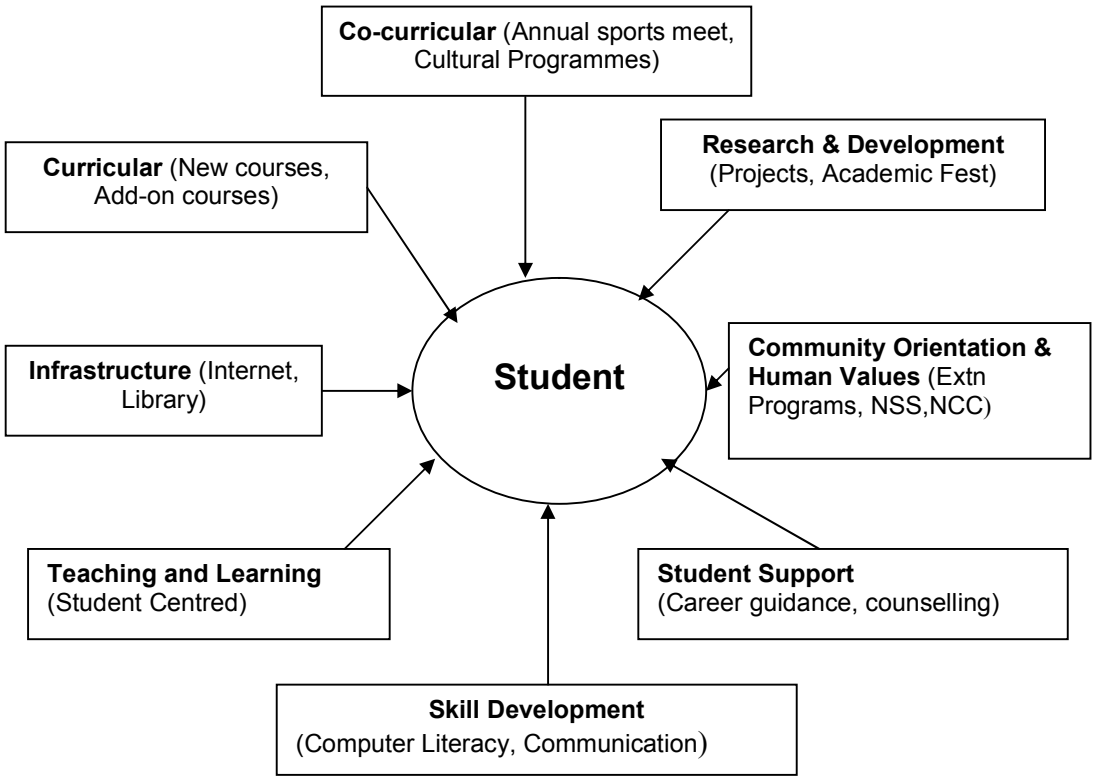
[4] Groups of students from various departments visited Tsunami-hit areas in the coastal region of Kerala and participated in the rehabilitation activities. The college community contributed a sum of One Lakh Rupees to the Chief Minister's Tsunami Relief Fund in January2005.

[5] On an average 10-15 instances of blood donation take place every month.

such as parents, alumni, employers and the general public are also given due consideration. The major policy decisions are taken by the Management in consultation with the Principal and the Council of Heads.

The college follows a holistic approach in its academic operations. All-round development of the students which can be claimed only when they are taken through all the four stages of development, namely, i**nformed, cultured, emancipated and self actualised** is the dream of the college. It is a matter of pride that this has been made possible to a great extent through the student centred activities in the college as explained in Fig.1.

Fig.1. The Student Centred Activities in the College



A host of Societies, Clubs and Departmental Associations are active in the campus and are conducting a large number of programmes providing the students good opportunity for overall development. Staging of dramas of historical and academic significance[6], production of films[7] and organisation of film workshops[8],

[6] At the initiative of the English Department and financial support from the whole college community, two dramas, "King Lear" (Shakespeare), and "Oedipus Rex" (Sophocles) were directed by the teachers of the English Department and the students were the actors.

conduct of food festivals[9], publication of the college magazine[10] and news letters by the students[11], undertaking external job-works[12], organisation of inter-collegiate competitions in sports and games and arranging campus recruitment[13] contribute substantially to the overall development of the students in the campus.

F. Institutional Ambience and Initiatives

With a serene campus sprawling into 32.5 acres of land in the heart of Kottayam town, the college has the entire ambience conducive for higher learning. It possesses all the necessary infrastructure like spacious buildings, modern equipment, well established laboratories, well stocked and automated library, separate reading rooms, networked computers with broadband internet connection, Browsing Centre, Common Instrumentation Centre, Educational Technology Facility, Language Lab, Internet enabled seminar halls, Audio visual equipment and Hostels for boys (PG) and girls. The teachers are well qualified and competent. More than 20 clubs, forums and societies of diverse nature function in the campus. Seminars and workshops are organised by the college and individual departments periodically. The college has tie -ups with many institutions of higher learning and research, both in India and abroad.

The de-linking of the Pre-Degree course from the college improved the academic atmosphere in the campus. It also helped the college to overcome the space problem which had been haunting the college since the early 1980s.

With the objective of taking the full advantage of the use of Information Technology in its academic as well as administrative affairs, the college has launched the project **Cyber Campus** under which 12 programmes, namely, Total Computer

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[7] A twenty minute campus film titled '*Oblomov*' was produced by the contribution of staff and students during the academic year 2004-2005. A second campus film titled '*Daivathinte Mukham'* is being made during the current academic year.

[8] Film workshops are held at the auspices of the Film Club.

[9] Food festivals are organized by the Entrepreneurship Club and by the Department of Family and Community Science.

[10] *Vidhyasangrah* the first college magazine in India continues to be published from 1864 onwards.

[11] The students of the B.A Malayalam Course published a campus news letter, "*Porul*" in 2005-06; Students of B.A Communicative English published two news letters "*deja vu*" and "disturbanzs".M.A Sociology students published a handwritten magazine " *Aksharachimizhu*" in 2005-06.B.Sc Zoology bring out a manuscript magazine every year.

[12] The students of the B.A Malayalam course undertake external DTP job-works under the "Earn – while – you – Learn" project.

[13] Reputed companies like MRF, Progeon, etc., recruit students from the college every year.

Literacy, IT Assisted Teaching, Computer Training to Administrative Staff, Library Automation, Digital Library and Digital Repository Library, Automation of the College Office, Internet Connectivity, Campus Network, College Website, Computerisation of Internal Evaluation, and establishment of e-Learning centre are included. All the departments have computers networked to the college LAN. Internet access, appropriately monitored is given to all the students free of cost and the teachers are given training in IT Assisted Teaching. On-line journal facility is also available.

The Centre for Women's Studies along with '*Ushus*', the women teachers organization, is actively coordinating studies, visits, documentation and training addressing issues related to women. A training programme for making paper carry bags was conducted for rural women as well as needy girl students. A unit has been started for the production and marketing of paper bags. A gender audit of the college is being conducted under the leadership of a few women teachers.

A unique feature of the college is the existence of a very good **teacher- student relationship**, a tradition the college has been maintaining since the days of its inception.

No pains are spared in the college's quest to make this a learner-friendly institution where a totality of **student experience** is our promise to everyone who seeks learning and life from within the portals of the College.

The CMS College, throughout its long history, has always been at the hub of the life of the people of Kerala. A century ago the Great Hall of the College had been the Town Hall for erstwhile Central Travancore. This tradition continues even today with the College being an informal Edu- Park for a wide variety of organisations like the Y' s Men International, Kottayam Nature Society, Tropical Institute of Environmental Science, Zoological Society of Kerala, Kottayam Naturopathy Society and avenue for formal and informal meetings for families, banks, associations and the like. The campus is not only a home for many varieties of birds but it also resounds to the sound of music when the Kottayam Mixed Voices have their singing sessions every Sunday. The College opens its doors to receive the morning walkers and the evening players who enjoy invigorating exercise within the green walks and the well maintained courts. The staffs too are generous in their contribution to society as consultants and teachers, speakers and activists in areas beyond the confines of the CMS College.

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DEPARTMENT OF BOTANY

Brief History

The Department of Botany was established in 1964.It offers BSc. and MSc. Courses in Botany and Bio-Technology. The Department is an approved Research Centre of the Mahatma Gandhi University for the conduct of PhD programme.

1. Faculty Profile

The Department has a faculty strength of 22 teachers (consisting of seven permanent, 10 full time temporary and five part-time temporary teachers) of whom five members hold PhD and four members hold M.Phil. The list of permanent teachers is given below.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	Mr. John Varghese	LSG	M.Sc.	HOD, Chairman of Board Examiners (MSc. Botany and MSc. Biotechnology)
2	Mr.Abraham C. Mathew	LSG	M.Sc.	Coordinator of Herbal Garden, Secretary of FOCCUS
3	Dr. John K. Daniel	LSG	PhD	On leave
4	Dr. K.V George	LSG	PhD	President of TIES, Member of Board of Examination, PG and UG
5	Mrs. Annie T. John	LSS	M.Phil	Staff Advisor of Botany Association, Member of Board of Examination PG and UG
6	Mrs. Mini Chacko	LSS	M.Phil	Quiz Mistress, Member of Board of Examination PG and UG
7	Mrs. Sheeba Thomas	LSS	M.Phil	Member of Board of Examination PG and UG

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.Sc. Botany	26	56	**82**	66	12	4	**82**
2	M.Sc.Botany	1	18	**19**	9	7	3	**19**
3	B.Sc. Biotechnology	30	71	**101**	45	41	15	**101**
4	M.Sc. Biotechnology	4	17	**21**	10	9	2	**21**
5	PhD in Botany	4	6	**10**	6	4	0	**10**
Total		**65**	**168**	**233**	**136**	**83**	**24**	**233**

3. Changes in Programmes

The curriculum of B.Sc. and M.Sc. Botany courses were restructured and project work and internal evaluation were introduced. B.Sc. Biotechnology was started in 2002 and M.Sc. Biotechnology was started in 2004.

4. Success Rate and Drop-out Rate (in Nos.)

The success rate of the students during the past five years was 95% for B.Sc. and M.Sc Botany. For B.Sc Biotechnology the success rate is **100%**. (For M.Sc Biotechnology, the first batch has not yet come out). There was a **second rank** for B.Sc. Biotechnology in 2004-05. The dropout rate in the UG classes is 5-10%. At the P.G Level drop out is negligible.

5. Learning Resources

The Department has a library with 173 books and 134 dissertations. There are separate laboratories for Biotechnology and Botany courses. Five computers with internet connection are available in the Department. Equipments like Research Microscopes, Cold Centrifuge, Digital camera, and Sartorius Balance are also available. A Mini Conference hall with audio-visual teaching aids and projection facilities was inaugurated in January 2005.The facility has an LCD projector, OHP, Computer facility, permanently installed sound system and can seat 150 participants.

6. Enhancement of learning Resources

Purchase of new books to the library

Acquisition of four computers with internet connection

Enhancement of laboratory facilities for B.Sc. and M.Sc. Biotechnology courses

Setting up of the Mini-Conference-cum-Seminar hall

7. Teaching Methods other than lecture Method

Use of audiovisual facility

Interactive sessions on current problems related to plant science and Biotechnology

Projects and assignments

Assignments for net browsing

Visiting research laboratories like RRII and RARS.

8. Academic and Personal Counselling

The students in each class are grouped under a Class Warden. S/He looks after the academic as well as the personal performance of the students under him/her.

Under the programme of **Thanal** the class wardens and the students meet informally during the afternoon leisure time.

9. Details of Faculty Development Programmes

Mrs Mini Chacko is doing her PhD under FIP of the UGC

The department has organized a National Seminar in October 2005 on “Frontiers in Biotechnology” sponsored by Indian Academy of Sciences.

The Department organized several seminars and workshops in the last two years.

1. Workshop on Plant Tissue Culture 17-21 May 2004. .
2. Botanical, Clinical and Immunological Studies on Intramural Fungalspore aeroallergens of Kerala. 13.08. 2004
3. Cloning Drought Resistance Genes from Green Gram 17. 08 2005.
4. Biotechnological Interventions in Crop Improvement: Genetically Modified Crops: Are they here to stay ? 19.01 2005.
5. Impact of DNA Technologies on Human Life 17.02 2005.
6. Inter Departmental Collaboration in Teaching Biotechnology 10-11 March 2005.
7. National Workshop on “Frontiers in Biotechnology” Sponsored by Indian Academy of Sciences, Bangalore.14-15 October,2005.

10. Participation of Teachers in other academic activities

Conduct of workshops and training programmes on Mushroom cultivation and tissue culture technology for school and college students.

Organising quiz programmes.

Encouraging students to conserve endangered and medicinal plants through tissue culture.

Preparing candidates for job placements in AVT Biotech, RRII etc.

Dr.Joseph P.Varghese has attended two national seminars.

Dr.K.V George has attended two national seminars and one international seminar.

Mrs. Mini Chacko has attended one national seminar.

Ms.Latha Sadandan has attended three national seminars and one international conference.

11. Collaborations

The department has close academic association with:

1. AVT&Co. Biotechnology Division, Kakkanad, Kochi.
2. RRII , Puthuppally, Kottayam.
3. Centre for Plant Molecular biology , Tamil Nadu Agricultural University, Coimbatore
4. Bioproducts and Diagnostics (Pvt.)Ltd., Trivandrum.
5. Institute of Plant Breeding, University of Gottingen, Federal Republic of Germany.
6. Bio-Nano Electronics Research Centre, Toyo University, Kawagoe, Japan.
7. Department of Criminal Justice, Albany State University, Georgia USA.
8. Regional Agricultural Research Station , Kumarakom, Kottayam.
9. Rice Research Station, Mancompu, Allapuzha.
10. Indian Agricultural Research Institute, New Delhi.

12. Thrust Areas of Research

In 1995 the Department became an approved centre for research leading to PhD degree in Botany. Six Research Guides are supervising PhD works. Four PhDs were already produced. Currently 10 research scholars are pursuing their studies in the Department. The thrust areas of research are Tissue culture, Phytochemistry, Ethnobotany, Biodiversity Conservation etc.

13. Projects – Ongoing and Completed

1. UGC funded minor project for Rs.70000/- , Ethnobotanical,Phytochemical and pharmacognostic studies on *Premna serratifolia* Lin. Being carried out by Dr. K.V George.
2. A collaborative research programme on " Pharmacognostic,Phytochemical and Toxological Evaluation of certain Medicinal Plants by Dr K.V.George of Botany and Dr. Abraham Samuel, K. of Zoology Department.
3. UGC funded minor project for Rs.70000/- "Selection of *Patcholi* Cultivars suited to the Agroclimatic conditions of Kerala" carried out by Mrs. Mini Chacko.
4. Tissue Culture of Medicinal and Aromatic Plants with Emphasis on Endangered Plant species.

14. Publications

A total of 24 papers have been published by members of the faculty over the years in national and international journals. Ten papers have been published in the past five years. Three text books and one practical guide have been written by Dr. Joseph P. Varghese, former HOD of the department. Two papers were published by Dr. K.V George, four papers by Ms. Latha Sadanandan, and one paper by Mrs. Mini Chacko.

15. Participation in the Extension Activities of the College

Visiting old age homes and rehabilitation centers to sensitize students regarding social problems and issues.

Conducting seminars and workshops for school students to make them aware for the need of biodiversity conservation and also helping to equip for self-employment.

Mr.Abraham C.Mathew is in charge of the **Herbal Garden**.

Dr.K.V George is the President of TIES.

16. Students Assessment

Minimum two internal examinations per semester/year
Compulsory Seminar Presentations
Compulsory Assignment
Debates, oral questions, project work etc.

17. Student Placement

Most of the students who have studied in the department of Botany have got jobs elsewhere as teachers in colleges and schools, research fellows, executives in biotech and pharma companies etc. The Department is preparing candidates for job placements in AVT Biotech and RRII.

18. Significant Achievements

Dr.Joseph P. Varghese, former H.O.D, is a NAAC Peer Team Member.
Four research scholars were awarded PhD during the past five years.
100% pass and second rank for B.Sc Biotech Examination 2004-05.

19. Remarks in the First Assessment Report and Action Taken

The peer team had appreciated the activities of the Department.

20. Plan of Action

The department proposes to expand its research activities in tie-up with leading Biotechnology firms.

Strengthen the expertise in **Plant Biotechnology**

Introduce Diploma course in Biotechnology with emphasis towards molecular Biology techniques.

Implement programmes for the conservation of endangered and medicinal plants through tissue culture.

To organize a Workshop for teachers on the use of multimedia in science teaching.

Implement the **Bio-Village** Programme.

21. Other Highlights

The department has adopted three near-by plus two schools and the students are given training on tissue culture, Vermi-composting and lectures on advanced topics in plant sciences. We organize seminars, workshops and consultations on matters of academic and current interest. It is our earnest desire that the department will develop into a teaching cum research department of repute, proving academic leadership to the community around in the years to come.

DEPARTMENT OF CHEMISTRY

Brief History

The Department of Chemistry was established in 1957. The Department has the distinction of having the largest number of teachers and of offering three post graduate programmes. The Department became an approved Centre of Research in 1964.

1. Faculty Profile

The Department has a faculty strength of 23 teachers (consisting of 18 permanent teachers and five temporary teachers) of whom six are PhD holders, and five are M.Phil holders. The list of permanent teachers is given below.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	Zacharia Oommen	Reader	PhD	On Leave
2	George P.Zacharia	LSG	M.Sc	HOD, PG Board Member
3	Jacob George	LSG	M.Sc	IQAC Convener
4	K.C Mathew	LSG	M.Phil	Member, PG Board of Examinations
5	Susan Varghese	LSG	M.Phil	On FIP leave
6	Shaju Mathew George	LSG	M.Sc	Minor Research
7	Rachel Mathew	LSG	PhD	Minor Research
8	George Varkey	Reader	PhD	On leave
9	M.M Korah	LSG	M.Phil	Minor Research
10	John Chandy	LSG	M.Sc	Jt.Coordinator, Off-Campus Centre
11	Alice Zacharia	LSG	PhD	Member, PG Board of Examinations
12	Susy Joseph	LSG	M.Sc	Member, PG Board of Examinations
13	Tomy James	LSG	M.Sc	On FIP Leave
14	Sarah Chandy	LSG	PhD	Minor Research
15	Susan Abraham	LSG	M.Phil	Member, PG Board of Examinations
16	Bessy A. Varkey	LSG	PhD	On leave
17	Ajitha Chandy	LSG	M.Phil	Member, PG Board of Examinations
18	George Jacob	LSG	M.Sc	Coordinator of Career Guidance Centre

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.Sc Chemistry	63	73	**136**	101	23	12	**136**
2	M.Sc Chem. (Pure)	3	21	**24**	13	7	4	**24**
3	M.Sc Chem. (Analytical)	8	23	**31**	21	6	4	**31**
4	M.Sc Chem. (Applied)	9	17	**26**	15	8	3	**26**
Total		**83**	**134**	**217**	**150**	**44**	**23**	**217**

3. Changes in Programmes

Semester system was introduced and syllabus revised for PG programme in 2002. CMS college is affiliated to MG university and the college faculty is well represented in the Academic Council and Board of Studies when the syllabi and curricula are.

4. Success Rate and Drop-out Rate

The success rate of the students during the past five years was nearly 90-95% for B.Sc.,and 80-85% for M.Sc. The dropout rate in the UG classes is about 10%. At the PG level drop out rate is negligible. Students of the Department bagged two **ranks** for M.Sc Applied Chemistry and one **rank** in B.Sc Chemistry.

5. Learning Resources

Department has well equipped Physical, Organic and Inorganic labs for Analytical, Applied and General Chemistry. It has two well-furnished BSc labs also. In addition to the central library facility, the department also has a reference library where essential books and publications are made available to students and staff. There is a sufficiently large store for chemicals and also for apparatus. A computer lab has been set up in the department with six internet enabled computers. Audio-Visual devices like OHP and LCD Projectors are also available in the Department.

6. Enhancement of Learning Resources

Apart from the regular equipment needed for learning Chemistry, the department has acquired various kinds of molecular models, computers and softwares to teach Chemistry. The internet is also being used to teach students more recent developments in Chemistry. A seminar hall equipped with OHPs and LCD has been set up to make teaching more effective. Precise digital electronic (SARTORIUS) balances make weighing accurate and fast. UV-visible spectroscope acquired by the common instrumentation centre is mainly used by Chemistry students and staff. Polarograph (Elico) and electrophoresis apparatus (systronics) has been acquired.

7. Teaching Methods other than lecture Method

In addition to normal teaching methods, teaching is done with the **different softwares** that the department has acquired. The internet is also being used. OHP and LCD are being used by students and faculty to conduct seminars. Paper cuttings of relevance to chemistry are displayed in the place provided in the department building. Students are encouraged to observe special days like national science day, environmental day, Hiroshima day etc and to make an in-depth study of the events and personalities involved.

8. Academic and Personal Counselling

Tutorial system where ten students are placed under a teacher functions in the department and the academic and personal needs of the students are closely looked into. Also each class is under the wardenship of a teacher, who with the help of the class committee drawn from among the students decides the academic policies and programmes of the class for the year. Women's Cell of CMS college is also well represented by teachers from the Chemistry department which functions with an emphasis on academic and personal counselling of girl students. Teachers cooperate well with the activities of 'Santhwana', the counselling centre of the college.

9. Details of Faculty Development Programmes

Dr.Rachel Mathew and Dr.Sarah Chandy did their PhD and Mr. K.C Mathew and Mr.M.M Korah did their M.Phil under the FIP of the UGC. Mrs. Susan Varghese and Mr.Tomy James are currently doing their PhDs under the FIP. Mr.Jacob George has submitted his PhD thesis. During the last five years seven teachers attended refresher courses.

National Workshop on Advanced Quantum Chemical Computation Sponsored by Indian Academy of Sciences, held in January 2005.

National Seminar on Applications of C Programming for Problems in Chemistry sponsored by the UGC in February 2005.

10. Participation of Teachers in other academic activities

Teachers of the department actively participate in organising national seminars and regional seminars. They also give active leadership in organising state level competitions like quiz competitions, debate and speech competitions. Also teachers of the department give sufficient leadership to organisations like Brains Trust, Career Guidance Cell, Women's Cell, Ushus, Jyothis, etc.

11. Collaborations

Members of the faculty have collaborations with other departments like MG University Department of Chemistry, Rubber Research Institute, Kottayam, RRL, Trivandrum, Foundation in

Chemistry, Trivandrum, and IISc, Bangalore. Also at the international level the department has close ties with Albany State University where its former HOD Dr. Zacharia Oomen acts as Professor in Forensic Chemistry.

12. Thrust Areas of Research

The department is a research centre of the MG University. Presently, there are three students in polymer chemistry and two PhDs were awarded in the last five years. The thrust areas of research include organic synthesis, theoretical computational chemistry, inorganic complexes and nano-chemistry.

13. Projects – Ongoing and Completed

Six UGC Funded Minor Research projects are being carried out by Mr.Jacob George, Dr.Rachel Mathew, Mr.M.M Korah, Dr.Sarah Chandy, Mr.Shaju Mathew George and Mrs. Susan Varghese.

14. Publications

During the last five years six research papers were published by the faculty in national and international journals.

15. Participation in the Extension Activities of the College

Teachers of the department actively participate in the extension activities of the college.
Teachers associate with community activities like waste management, clean water availability, flood rehabilitation, etc. of the wards.
Students and teachers of the department visited the tsunami-hit areas of Kollam district and made extensive study of the pollution of water due to tsunami.
Lady teachers of the department give leadership through the Women's Cell in various women-empowering activities of the college.

16. Students Assessment

Regular test papers are conducted by the teachers. In addition, terminal examinations are conducted by the department for all the papers. Students are also continuously assessed through seminars, assignments, etc. Model viva are also conducted to assess the comprehension and articulate skills of the students.

17. Student Placement

The department maintains close ties with firms like MRF, Syngene, Bangalore, ChemMerk, etc. who annually visit the college for campus selection and the students of degree and PG classes get direct placements.

18. Significant Achievements

Two teachers were awarded Ph.D during the past five years. Three teachers were invitees to the Indian Academy of Science meetings. Three students qualified in the UGC-CSIR NET Examination.

19. Remarks in the First Assessment Report and Action Taken

The system of student appraisal of faculty followed in the Chemistry Department was well appreciated in the First Assessment Report. Now this system is modified and extended to all the other departments.

20. Plan of Action

The department makes elaborate plans to design a course in Forensic Chemistry with the support of Albany University, USA. Also, plans to start a self-financing course in polymer chemistry with support from MG University and Rubber Research Institute. The department also desires to construct a new building where all the classes, labs, department library and seminar hall come under one roof.

21. Other Highlights

Chemistry department of CMS College is the biggest department among the affiliated colleges in MG University with three PG programmes, Analytical Chemistry, Applied Chemistry and General Chemistry, has ample scope for further developments.

DEPARTMENT OF COMMERCE

Brief History

The Department of Commerce was established in 1961 with B. Com course. M.Com was started in the year 1981. In 1996 the department was approved by the Mahatma Gandhi University as a Research Centre in Commerce. The Department is housed in an independent building in the college campus with separate computer lab and department library.

1. Faculty Profile

The Department has a faculty strength of nine full-time teachers of whom three are PhD holders, three are M.Phils and three are M.Coms. Principal Prof. Korula Issac is also taking classes in the Department.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
0	Korulla Issac	Principal	M.Com	Principal of the College
1	A.S Cherian	LSG	M.Phil	Member PG Board of Studies Member, PG Board of Examinations
2	George John	LSG	M.Phil	Member, PG Board of Examinations
3	Bobin T. Tharian	LSG	M.Com	Member, PG Board of Examinations
4	Johnson George	LSG	M.Com	Member, PG Board of Examinations
5	James Joseph	LSG	M.Phil	He has completed PhD thesis
6	Dr.Jacob Thomas	LSG	PhD	Secretary, Students Cooperative Society, Coordinator, NSS Unit
7	Dr.Tomy Mathew	LSG	PhD.	Research Guide, Secretary, CMS College Staff Co-operative Society,
8	Dr.Roy Sam Daniel	LSG	PhD	Research Guide, College Chaplain

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.Com	90	86	**176**	86	73	17	**176**
2	M.Com	6	26	**32**	19	13	0	**32**
3	PGDPA	12	8	**20**	14	6	0	**20**
4	PhD	3	1	**4**	2	2	0	**4**
Total		**111**	**121**	**232**	**121**	**94**	**17**	**232**

3. Changes in Programmes

The Department has designed and started a new course Post Graduate Diploma in Professional Accounting with the help of Kottayam Chapter of Chartered Accountants. The Syllabus of the Computer Application paper of the B.com course is revised at the University level. Teachers from the Department actively participated in the syllabus revision programme.

4. Success Rate and Drop-out Rate (in Nos.)

	2000-01		2001-02		2002-03		2003-04		2004-05	
	Deg	PG	Deg	PG	Deg	PG	Deg	PG	Deg	PG
First Class	30	8	34	9	32	8	38	9	48	10
Second Class	18	4	13	4	10	5	11	3	7	3
Third Class	2	2	1	1	1	1	1	1	1	1
Failure	3	1	1	1	1	1	3	2	4	1
Drop-out	1	0	1	0	0	1	1	0	0	0
Total	**54**	**15**	**50**	**16**	**44**	**17**	**54**	**15**	**60**	**15**

5. Learning Resources

Department Library with 387 books 273 Dissertations and three Journals
Separate computer lab with 23 computers
Broadband Internet connectivity on 10 computers
LCD projector with screen
Over Head Projector
TV and VCD Player
Independent Telephone Connection
Department is connected with EPABX

6. Enhancement of learning Resources

Acquired 10 computers, established internet connection, purchased LCD Projector and Screen. Also purchased worth Rs.6,000/-

7. Teaching Methods other than lecture Method

Compulsory seminars both at UG and PG levels, Assignments, Peer teaching, Computer aided teaching

8. Academic and Personal Counselling

The students in each class are put under a Class Warden. He looks after the academic as well as the personal performance of the students under him. Further, one faculty member, Dr.Roy Sam Daniel is a trained counsellor. His services are utilized in cases where special attention is needed.

9. Details of Faculty Development Programmes

Two faculty members, Mr.Jacob Thomas, and Mr. James Joseph availed of the FIP of the UGC to acquire PhD.

Dr. Jacob Thomas, Dr.Tomy Mathew and Dr. Roy Sam Daniel have attended Refresher courses in Commerce

Mr.A.S Cherian and Mr. James Joseph have attended one seminar each.

Dr.Jacob Thomas has attended three seminars.

Dr.Tomy Mathew and Dr. Roy Sam Daniel have attended two seminars each.

10. Participation of Teachers in other academic activities

All the teachers participate in the valuation of answer scripts of the University Examinations.

Mr.A.S Cherian is the Chairman, Board of Examinations – M. Com (First Semester)

Eight teachers are members of the PG Board of Examinations

Mr.Bobbin T.Tharian is Chairman, Board of Examinations, B.A Communicative English.

11. Collaborations

The Department is conducting a Post Graduate Diploma Course in Professional Accounting in collaboration with the Kottayam Chartered Accountants Association.

12. Thrust Areas of Research

In 1997 the Department became an approved centre for research leading to PhD degree in Commerce. Two PhDs were already produced and another two are awaiting adjudication. Currently four research scholars are pursuing their studies in the Department. The thrust areas of research are Tourism, Industry and Capital Market.

13. Projects – Ongoing and Completed

Ongoing – Impact of WTO Agreement on the SSI Sector in Kerala, Minor Research project of the UGC being undertaken by Dr. Tomy Mathew.

Completed - (1) Tourism and Regional Economy , Major Research Project of CDS undertaken by three teachers jointly. and (2)Bell Metal Industry, Minor Research Project of the Centre for Development Studies undertaken by Dr. Jacob Thomas

14. Publications

Dr.Jacob Thomas has published two articles and Dr.Tomy Mathew has published one book and one article during the last five years.

15. Participation in the Extension Activities of the College

The students of the department are actively participating in the extension programmes of the college including NSS and NCC.

16. Students Assessment

Minimum two internal examinations per semester/year, Compulsory Seminar, Compulsory Assignment. Class PTAs are held.

17. Student Placement

Most of the students of the M.Com and PGDPA Courses have got appointment as accountants in reputed firms in and outside the state. As for the B.Com graduates, almost all of them are going for higher studies like C.A, MBA, CFA, etc. Many of the students are going abroad also for higher studies.

18. Significant Achievements

A large number of B.Com students qualify CAT/ MAT Examinations and go for MBA in reputed institutions.

Mr. Axon Alex of 2004-05 B.Com batch got 98% marks in All India CAT examination.

19. Remarks in the First Assessment Report and Action Taken

A new course PGDPA was designed and started by the Department in collaboration with Kottayam Chartered Accountants Association. The course is well accepted by the students and by the employers.

20. Plan of Action

1. Start a PG Diploma Course in Investment Management.
2. Prepare computer aided Teaching / Learning Materials for all the subjects.
3. Prepare an alumni directory.
4. Institute an endowment lecture.
5. Convert a class room into a technology enabled class room.
6. Start coaching for UGC-NET Examination.
7. Start M.Phil course in Commerce.

21. Other Highlights

Teachers of the Department are actively participating in the corporate life of the College as members of IQAC, Purchase Committee, UGC committee, Students Affairs Committee, CPE Monitoring committee etc.

Special Programmes are organised for Personality Development of the students regularly.

Cultural Activities are organised under the auspices of the Commerce Association.

DEPARTEMNT OF ECONOMICS

Brief History

The Department of Economics was established in 1981. It offers B.A and M.A courses in Economics.

1. Faculty Profile

The Department has a faculty strength of eight teachers (consisting of three permanent teachers and five temporary teachers) of whom one is a PhD holder, and two are M.Phil holders. All the permanent teachers are members of the Board for B.A and M.A. Examinations of the Mahatma Gandhi University.

List of Permanent Teachers

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	George V.Kallarackal	LSG	M.Phil	HOD, Chairman Board of Studies
2	Varghese Eapen	LSG	M.Phil.,B.Ed	Coordinator of the Internal Examinations of the college
3	P.M Thomas	LSG	PhD	Undertaking projects

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.A Economics	88	61	**149**	132	14	3	**149**
2	M.A Economics	13	26	**39**	33	4	2	**39**
Total		**101**	**87**	**188**	**165**	**18**	**5**	**288**

3. Changes in Programmes

Teachers of the Department were actively participated in the curriculum restructuring of B.A Economics course, as members of the Core Committee for Curriculum Restructuring.

M.A Economics course was started in the self financing stream.

4. Success Rate and Drop-out Rate (in Nos.)

	2000-01		2001-02		2002-03		2003-04		2004-05	
	B.A	M.A	B.A	M.A	B.A	M.A	B.A	M.A	B.A	M.A
First Class	5		10		9		6		5	
Second Class	16		12		12		12		13	**NA**
Third Class	4	**NA**	17	**NA**	11	**NA**	16	**NA**	21	
Failure	6		8		7		7		4	
Drop-out	1		1		1		1		1	
Total	**32**		**48**		**40**		**42**		**44**	

5. Learning Resources

The Department has a library with 160 books. Question papers of previous years and other learning resources are also provided for the use of the students.

A multi-media computer with internet connectivity is also available in the department.

6. Enhancement of learning Resources

Acquired one computer, one OHP, 74 books through various sources. Books were added to the Economics section of the General Library also.

7. Teaching Methods other than lecture Method

Project work is a compulsory component of our P.G Course. Participatory Learning techniques of various types are being tried at the initiative of the teachers. Internet connectivity and the availability of computer in the department help the students a lot in their learning process. The District Planning Office, Kottayam, is helping the students to familiarize themselves with the planning process at the local level.

8. Academic and Personal Counselling

The system of wardenship is an established institution of the department and it serves the purpose of academic and personal counselling to students. The same teacher will serve as the warden for the whole course. The Department has four lady teachers who are being trained in counselling and they help the girls students

9. Details of Faculty Development Programmes

The Department organized several seminars and a series of lectures in the last two years.

A Workshop on Stock Market Awareness during 2004-05

A Workshop on Panchayat Budgeting during 2004-05

Seminar on Overseas Learning in 2004-05

State level seminar on Changing Landscape of the Banking Sector 1n 2003-04

Seminars on the Union Budgets are organized during every year

A Survey was conducted on 'the performance of decentralized planning' in the district of Kottayam during the IX and X Plans

An Entrepreneurship Development Programme for Women in Food- Processing Industries is conducted during2005-06 with support from the Ministry of Food- Processing Industries, Govt of India and Kerala Industrial Infrastructure Development Corporation (KINFRA)

10. Participation of Teachers in other academic activities

All the permanent teachers are members of the examination board for M.A and B.A Exams in the M G University.

Dr. P.M Thomas and Mr. George V. Kallarackal act as resource persons to IGNOU Study Centre and M.G University Off-Campus Centre.

Mr. George V Kallarackal is in the panel of subject experts of the M.G University.

Mr. Varghese Eapen is the Coordinator of Internal Examinations in the college. He is also member of the B.A Economics Pass Board, B.A Off-Campus Pass Board and member of the Executive Council of the Madhya Kerala Diocese and the Education Board.

11. Collaborations

The Department is associating with the District Planning Office, Kottayam, Kottayam Municipality, Block and Grama Panchayats of Kottayam District, District Industries Centre, Kottayam, Directorate of Economics and Statistics, Institute for Management in Government, Govt. of Kerala, Kerala Literacy Mission, M.G University, KINFRA, Institute of Chartered Accountants of India , IGNOU, Indian Institute of Bankers, LIC, Navodaya Schools etc

12. Thrust Areas of Research

The teachers of the department are undertaking research projects of the UGC, KRPLLD, and Govt. of India. The thrust areas of research are Agricultural Economics and Local Planning

13. Projects – Ongoing and Completed

1. AIACHE minor project for Rs.10,000/- on " Problems of Inland Fish Disease in Kerala carried out by Dr. P.M Thomas – (Completed)
2. CDS funded major Project for Rs.1,80,00/- on "Socio-Economic Profile of Industrial Undertakings" carried out by Dr.R.V Jose –(Completed)
3. UGC funded minor project for Rs.20,000/- on "the Crisis in the Tea Plantation and its Impact on Tea Plantation Workers in Kerala" being carried out by Dr.P.M Thomas (Ongoing)
4. GOI Funded programme for Rs.1,00,000/- "Entrepreneurship Development Programme for Women in Food Processing Industry" being carried out by Mr. George V. Kallarackal.

14. Publications

Dr.P.M Thomas has published two articles and two books.

15. Participation in the Extension Activities of the College

The department is involved in various extension programmes relating to de-centralized planning in the district of Kottayam, Ministry of Food- Processing Industries of the Govt. of India and Kerala Literacy Mission of Govt. of Kerala

16. Students Assessment

Two terminal tests and one model examination is being conducted in all the degree and P.G classes. The progress reports are being given to the students in the presence of their parents, by organizing 'Parent- Teacher- Students Meet' of all the classes.

17. Student Placement

Students of the department serve as college lecturers, civil servants, management professionals, government servants , business people etc

18. Significant Achievements

Availing of project of Govt. of India

Participation in the Planning Activities of the Local Bodies

19. Remarks in the First Assessment Report and Action Taken

The NAAC Peer Team appreciated the conduct of research projects in the department and the extension programmes organized by the department. These programmes are being continued with greater vigour.

20. Plan of Action

The department intends to conduct:-

1. Add- on course on Tourism and Travel Management
2. Consultancy services to local bodies.
3. Entrepreneurship development Programmes.

21. Other Highlights

EKON, the Alumni Association of the Department of Economics has its annual meeting on January 26th year.

The department is going to celebrate its Silver Jubilee. Various programmes are being planned by the department and its Alumni including the developing of a website.

DEPARTMENT OF ENGLISH

Brief History

English had been a part of the curriculum since the inception of the college in 1817. The Undergraduate course in English Language and Literature was started in 1953; Post Graduate course in 1959 and the Department became a Research Centre in 1999.

1. Faculty Profile

The Department has a faculty strength of 18 teachers (consisting of 12 permanent teachers and six temporary teachers) of whom one is a PhD holder and six are M.Phil holders.

List of Permanent Teachers

Sl. No	Name of the Teacher	Designation	Qualification	Remarks
1	T. M. Yesudasan	LSG	M.A	HOD, Member of PG Board of Examinations
2	V.M. George	LSG	M.A	P.G Board Member
3	Susan Varghese	LSG	M.Phil, B.Ed	Doing PhD under FIP, PG Board Member(Examinations)
4	Korah Jacob	LSG	M.A	P.G Board Member
5	Elizabeth Samson	LSG	PhD	Coordinator, Counselling Centre
6	E. John Jacob	LSG	M.A	P.G Board Member (Examinations)
7	Sobhana Kurien	LSG	M.Phil. B.Ed.	Coordinator, Womens' Study Centre
8	Rebecca Mathew	LSG	M.Phil	Board Member (UG) (Examinations)
9	Nirmala Joseph	LSG	M.A	P.G Board Member (Examinations)
10	David Abraham	LSG	M.A	NSS Programme Officer
11	Jacob Eapen Kunnath	LSS	M.A.,B.Ed	In charge of college Website
12	Cinny Rachel Mathew	LSS	M.Phil.,B.Ed.	Doing PhD under FIP

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same dt	Out. dt	NRI	Total
1	B.A Literature	50	64	**114**	82	20	12	**114**
2	B.A Communicative English	15	55	**70**	60	6	4	**70**
2	M.A Literature	12	33	**45**	38	5	2	**45**
Total		**77**	**152**	**229**	**180**	**31**	**18**	**229**

3. Changes in Programmes

The syllabi of both the UG and PG programmes were thoroughly changed in order to incorporate the latest developments in language and literature. All teachers of the department played an active role in the seminars and workshops organized by the Department and by the University. Mr. T. M. Yesudasan, Head of the Department, was the member of the P.G. Board of Studies in English of the M.G. University.

4. Success Rate and Drop-out Rate

The success rate of the students during the past five years was nearly 80 % for B.A. and M.A. There was a second rank for M.A. during this period and a sizeable number of the students secured first class. The dropout rate in the UG and PG classes is only 1%.

5. Learning Resources

The department is housed in a block of its own with class rooms, computer room, language lab,

library, and a staff room. The computer room has two computers and broad band internet connectivity. The **language lab** has an OHP, a digital camera and an LCD projector and eight consoles supported by audio and video management tools (Recorders, TV, etc.)

The students of the Communicative English make use of the Educational Technology Centre also for seminars, PowerPoint Presentations, audio-video presentations etc.

6. Enhancement of Learning Resources

The department has secured books, journals, computers, OHP, digital camera, and other equipment from the UGC grant, CPE funds, and from the contributions of the PTA.

The **language lab** is set up at a cost of Rs.4,50,000/-

7. Teaching Methods other than lecture Method

Both in the UG and PG levels, project work and seminars are a compulsory component of the course. **Participatory learning** techniques of various types are tried at the initiative of the teachers. Various interactive sessions and workshops are organised with experts and activists so that the students can be better positioned in terms of adequate applied skills not only in teaching but in other relevant areas like creative writing, journalism, event management, presentation skills, etc. **Film Appreciation Programmes** is also resorted. Internet connectivity and the availability of computers help the students a lot in their learning. For the Communicative English Course, **on-the-job training** is a part of the curriculum.

8. Academic and Personal Counselling

The system of wardenship serves the purpose of academic and personal counselling of students. The warden of each class looks into the academic, extracurricular and emotional needs of needy students. Those students who require extra attention are then provided with the necessary support system. Mrs. Elizabeth Samson of the department is a trained counsellor who runs the counselling centre Santhwana, which caters to the needs of the entire college community.

9. Details of Faculty Development Programmes

Dr. Elizabeth Samson took her PhD and Mrs.Rebecca Mathew, and Mrs. Susan Varghese took their M.Phils under FIP of the UGC. Mrs. Sobhana Kurien has submitted her PhD thesis.Mrs.Susan Varghese, Mr. V.M George, Mr.David Abraham, Mr.Jacob Eapen and Mrs. Cinny Rachel Mathew are currently pursuing their PhDs. All teachers of the department make it a point to attend national and international seminars, university refresher courses and training programmes.

10. Participation of Teachers in academic activities

Mr. T.M Yesuadasan was a member of the Board of Studies of the M.G University. Six teachers are members of the PG Board of Examination, M.G University. Mr. Korah Jacob is the Convenor of the programme Success Through Communication aimed at improving the communication skills of the students of the college. Mrs.Susan Varghese and Mrs. Sobhana Kurien were members of board of examinations of the Kannur and Calicut Universities. Mrs. Sobhana Kurien in charge of the Women Studies Centre. Mrs.Cinny Rachel Mathewis the Coordinator of the B.A communicative English Programme

11. Collaborations

The Department is associating with various TV Channels like *Asianet, Surya, Amritha, Kairali*, and *India Vision* ; Advertising Agencies like *Jelita*; tour operators like KTDC; online publishers like *manoramaonline* etc for on the-the-job training and for placement later, especially for the students of B.A Communicative English.

12. Thrust Areas of Research

The department is an approved research centre of the University. There are two research guides and five research scholars associated with the centre. The major areas of Research include Indian Writing in English, Impact of Culture on Literature, and English Language Teaching.

13. Projects – Ongoing and Completed

The Department undertakes many non-conventional projects like staging of dramas, production of films, literary and film workshops etc., which give immense learning experience both to the students and the teachers. Accordingly, two classical dramas, namely, Shakespeare's *King Lear* and

Sophocles' *Oedipus Rex* were staged, two films *Oblomov* and *Penuel* were produced and many workshops were conducted at the initiative of the Department of English.

14. Publications

Mr.Jose Varghese has published two papers. Teachers of the department have presented three papers in national and international journals.

15. Participation in the Extension Activities of the College

The department is offering various kinds of support and assistance to the extension activities of the college. The department organised workshops on DV Film Making, Documentary film making, etc. The department also runs a Remedial English course (**Hello English Programme**) for the weak students and a spoken English course for Higher Secondary students of the schools.. The department is also the lynch pin in motivating and sustaining Film productions from within the campus under the banner Campus Lens. Seminars on European Fiction, Post Colonial Literature and Film Studies were organised by the Department. An anti-war campaign under the title " Let's Say No" was arranged.

16. Students Assessment

Continuous assessment of the students of the department is coordinated by one of the staff members. Assessment of the written work of each student is done at the end of each academic session. Each teacher through oral questions, assignments, seminar presentations and test papers evaluates students. The college arranges two terminal test papers during the academic year. Finally at the end of the year or semester the marks obtained are consolidated under the heads of seminar, assignment, test paper, project work, etc. and the marks are forwarded to the university.

17. Student Placement

A good number of our outgoing students are well placed in the academic fields, and in the audio-visual, journalism and advertising fields in India and abroad. Students are also selected through campus recruitment held in the college

18. Significant Achievements

The students of the Department bagged many prizes in literary and other such competitions held at the university Level and at inter-collegiate levels.

The former Principal, Prof.C.A Abraham of the English Department is a member of the Re-Accreditation Peer Team of NAAC.

Mr.T.M Yesudasan, H.O.D, serve as resource person to Refresher Courses.

19. Remarks in the First Assessment Report and Action Taken

The peer team report appreciated the department's role in designing framing and executing the B.A. Communicative English syllabi. It was recommended that a certificate course in Visual Media may be started with active involvement of the Department. Accordingly, a certificate course in "Animation and Multimedia" is started in the George Sudarshan Centre for computer Science in technical collaboration with KELTRON. Another recommendation was to start a Civil Service Training Programme. In this regard, the programme "Success Through Communication" is launched.

20. Plan of Action

The department hopes to upgrade its UG and PG programmes by focussing on a state-of-the-art library that would include an extensive section for contemporary books and journals.

A digitally maintained research archive that includes monographs, films, dramatic productions, and e-texts is also in the offing.

The department hopes to build up an infrastructure wherein a full fledged Media Studies Centre with its own research journal and production facilities- studio, etc., will function.

21. Other Highlights

To improve the employability of the students, the Success Through Communication Programme is organised at the initative of the Department. The Teachers of the Department are conducting remedial classes for the students who are weak in English. The students of the B.A Communicative English course bring out a campus journal every year. (***dejavu*** in 2004 and ***disturbanz*** in 2005)

DEPARTMENT OF HINDI

Brief History

Hindi became a part of the curriculum of the college as a second language in 1943.

1. Faculty Profile

The Department has faculty strength of four teachers. All the teachers of the Department are PhD holders.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	Dr.T.PVijayan Nampoothiri	Reader	PhD	Research Guide
2	Dr. Alphonsa Paul	LSG	PhD	Coordinator, Internal examinations
3	Dr. Remadevi .C	LSG	PhD	Coordinator, cultural activities
4	Dr. P.J Chacko	LSG	PhD	On Deputation

2. Student Profile

Since Hindi is taught as a second language only, the general profile of the undergraduate courses is applicable to the Department of Hindi also.

3. Changes in Programmes

Teachers of the Department have actively participated in the curriculum restructuring of Hindi as a second language.

4. Success Rate and Drop-out Rate (in Nos.)

Almost all students pass the Hindi papers. The pass percentage is above 95%.

5. Learning Resources

There are around 600 books in Hindi which are arranged in the General Library.

6. Enhancement of learning Resources

Purchased books worth Rs.12,000 during the last five years for the General Library.

7. Teaching Methods other than lecture Method

Being a language course, various types of training are given to the students such as training in reading , translation etc. The students are encouraged in Spoken Hindi also.

8. Academic and Personal Counselling

The teachers of the Department also participate in the tutorial system of the college. Students belonging to other departments are put under the charge of the teachers of the Hindi Department. Remedial Teaching is also resorted.

9. Details of Faculty Development Programmes

Dr.Rema Devi has attended a Refresher Course in Hindi

10. Participation of Teachers in other academic activities

Dr. Vijayan Namboothiri was member of the Board of Studies (Undergraduate). He was the Co-ordinator of Internal Evaluation of the College for the year 2004 – 2005. He was also the Convener of the College Union Election Committee.

11. Collaborations

The Department is associating with Department of Hindi, Catholicate College, Pathanamthitta where Dr. Vijayan Namboothiri is supervising PhD Scholars.

12. Projects – Ongoing and Completed

UGC Funded Minor Research Project " Implementation of Hindi as an Official Language in Central Government Offices, Public Sector Organisations and Banks in Kerala : A Study" being carried out by Dr. P.J Chacko.

13. Publications

One book by Dr. Nampoothiri was a text book in Part II B.A / B.Sc. Classes of the M.G University. Another book with Dr. Nampoothiri as one of the editors 'Madhyakalam Kavya' was text book for Part III B.A Hindi Classes of the M.G University

14. Participation in the Extension Activities of the College

All the members take part in the Hindi Fortnight programmes conducted by various Central Government Institutions in and around the town. They are invited particularly as faculty members and Chief Guest in these Programmes. Dr. Nampoothiri was the Chief Guest of TOLK held at Rubber Board Office, Kottayam this year

15. Students Assessment

Students are assessed through two series tests, one compulsory seminar and one compulsory assignment.

16. Plan of Action

To start degree course in Hindi

To Start certificate course in Functional Hindi

DEPARTMENT OF HISTORY

Brief History

History was the first subject in Humanities to be accorded a degree course in the college. The Department of History was started in 1950. M.A course in History was started in 2003.

1. Faculty Profile

The Department has a faculty strength of nine teachers (consisting of six permanent teachers and three temporary teachers) of whom two are PhD holders, and three are M.Phil holders. The list of the permanent teachers is given below.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	C.I Issac	LSG	PhD	HOD, PG Exam. Board Member
2	George Kurian	LSG	M.Phil	P.G Examination Board Member,
3	Y.Mathew	LSG	PhD	Coordinator, IGNOU
4	Sajamma P.Mathew	LSG	M.A.,B.Ed	P.G Examination Board Member
5	Varghese T.Kuruvilla	LSG	M.Phil	P.G Examination Board Member
6	George Philip	LSS	M.Phil	Former ANO NCC

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.A History	80	40	**120**	111	7	2	**120**
2	M.A History	13	28	**41**	38	2	1	**41**
Total		**93**	**68**	**161**	**149**	**9**	**3**	**161**

3. Changes in Programmes

Teachers of the Department were actively participated in the curriculum restructuring of B.A History course, as members of the Core Committee for Curriculum Restructuring.

M.A History course was started in the self financing stream.

4. Success Rate and Drop-out Rate

At the undergraduate level the average pass percentage 75-80%. At the post graduate level, only one batch is passed out and the pass percentage is 80%. The dropout rate is 2-3% at the Under Graduate level whereas there is no dropout at the Post Graduate level

5. Learning Resources

There are about 4000 books in History and allied subjects in the General Library. A multi-media computer with internet connectivity is also available in the department.

6. Enhancement of learning Resources

Acquired one computer with internet connection and printer. Books were added to the History section of the General Library also.

7. Teaching Methods other than lecture Method

Project work is a compulsory component of our P.G course. Participatory Learning techniques of various types are being tried at the initiative of the teachers. Internet connectivity and the availability of the computer in the department help the students a lot in their learning process.

8. Academic and Personal Counselling

The system of wardenship is an established institution of the department which serves the purpose of academic and personal counselling to students. The lady teachers in the Department deal with the problems of the girl students

9. Details of Faculty Development Programmes

Teachers of the Department attended seminars and workshops.

Mr.George Philip has completed his PhD in 2004. He has attended two refresher courses.

10. Participation of Teachers in other academic activities

Three teachers are members of the P.G Board of Examinations(History) of the Mahatma Gandhi University.

Dr.C.I Issac was a member in the Project Approval Committee of the UGC.

Mr.Varghese T.Kuruvilla and Mr.George Philip are members of the Diocesan Council, the law making body of the Madhya Kerala Diocese of the Church of South India, the owner of the college.

11. Collaborations

The Department is associating with the School of Social Science and the School of Gandhian Thought of the Mahatma Gandhi University.

12. Projects – Ongoing and Completed

UGC Funded Minor Research Project carried out by Dr.C.I Issac

13. Publications

Dr.C.I Issac has published more than 4 Research papers in national and international journals.

14. Participation in the Extension Activities of the College

Mr.George Philip was the Associate NCC Officer. Mr.George Kurian is associated with Anti-AIDS Movement.

15. Students Assessment

Two terminal tests and one model examination is being conducted in all the degree and P.G classes.

16. Student Placement

Students of the department serve as college lecturers, civil servants, management Professionals, government servants , business people etc

17. Significant Achievement

Dr.Y Mathew took his PhD and Mr.George Philip has completed his PhD.

The M.A History course was started.

Dr.Y Mathew serves as the Director of the IGNOU Study Centre in the campus

18. Remarks in the First Assessment Report and Action Taken

Recommended the starting of a civil service training programme.

19. Plan of Action

The department intends to become an Approved Centre of Research. All the preliminary works in this regard have been completed.

20. Other Highlights

The department has completed 55 years of existence and had several luminaries on its faculty like Dr.C.V. Cherian, who became the Director of School of international Relations of the Mahatma Gandhi University.

DEPARTMENT OF FAMILY AND COMMUNITY SCIENCE

Brief History

The Department of Family and Community Science was established in 1959. The Department offers BSc.. and MSc., courses and a P.G Diploma course in Dietetics.

1. Faculty Profile

The Department has a faculty strength of six teachers (two permanent and four temporary teachers) of whom two are PhD holders.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	Dr. Miriam Mani	LSG	PhD	P.G Examination Board Member
2	Dr. Anuja Thoams	LSG	PhD	P.G Examination Board Member

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	BSc.		26	**26**	18	6	2	**26**
2	MSc.		28	**28**	20	6	2	**28**
3	PG Diploma		5	**5**	5	0	0	**5**
Total			**59**	**59**	**43**	**12**	**4**	**59**

3. Changes in Programmes

The syllabus of B.Sc, and M.Sc courses were revised and the faculty members participated in the orientation and workshop conducted by the university for revising and updating the syllabus. The curriculum of the P.G Diploma Course was designed by the faculty.

4. Success Rate and Drop-out Rate

Although the number of students for B.Sc was very low, the success rate was fairly high. The average drop-out rate for four years was nine percent as a large number of students leave the course in favour of paramedical courses. For M.Sc, the success rate is **cent percent** for all years since its inception.

5. Learning Resources

The department provides ample learning resources to students and updates it in all possible ways. The students are provided with the latest books and journals for replenishing their theoretical knowledge. The department has 3 full fledged laboratories for conducting practicals. The department also tries to improvise competency of students by enhancing their computer knowledge.

6. Enhancement of Learning Resources

After the inception of Masters programme, the department has largely enhanced its learning resources. Over 500 books have been bought and 5 journals subscribed. Lab facilities were also enriched by analytical instruments. The students are given access to the newly built fully equipped Common Instrumentation Room. Two more computers were also acquired.

7. Teaching Methods other than lecture Method

Various methods such as exhibitions-cum-sale, demonstrations, workshops, quizzes, institution visits are used for facilitating learning among the students. Programmes like Food Festival, Cottage Stay, Exhibition and Sale of Designer Clothes etc are conducted.

8. Academic and Personal Counselling

The teachers of the department take active participation in personal counselling of the students. The weaker students are identified through series tests and internal tests and are given special counselling. The department believes in an integrated approach by parents and teachers in the overall development of the students. Therefore periodic meetings with the parents are scheduled. The class warden acts as a guide and counsellor to the students and gives special attention when required by the students.

9. Details of Faculty Development Programmes

The teachers of the department are attending refresher and orientation courses regularly and also participating in seminars and work shops conducted at the state and national levels.

Dr.Miriam Mani has attended seven seminars, one workshop and one Refresher course.

Dr.Anooja Thomas has attended 14 seminars, four workshops and one refresher Course

Conducted a State level seminar on Medical Nutrition Therapy in renal Disorders-November 2003

Conducted a National seminar on Food Role in the Prevention and Management of Cancer-January 2005

Conducted a UGC Sponsored National Seminar on Evolving Trends in Enteral and Parenteral nutrition, January 24,25 2006.

10. Participation of Teachers in academic activities

Dr.Miriam Mani is the examiner for B.Sc and M.Sc Home Science courses of the M.G University. She is also a member of the Board of Studies of the M.G and Kannur Universities.

Dr.Anooja Thomas is the examiner of B.Sc and M.Sc (Home Science) courses of the M.G University and BSc Nursing and P G Diploma in Fitness courses of the Avinasha Lingam Deemed University. She is also the secretary of the Indian Dietetics Association.

11. Collaborations

The Department is associating with:

Various hospitals like,CMC Vellore; St.John's Hospital, Bangalore; Baptist Hospital, Bangalore; Manipal Hospital, Bangalore; Ruby Hall, Pune; Pushpagiri Medical College Hospital, Tiruvalla; and Carithas hospital, Kottayam.

Various hotels like, Windsor Castle, Kottayam; Lake Palace, Alapuzha; Taj Garden Retreat, Kumarakom; Wyte Fort, Kochi.

12. Thrust Areas of Research

Regular research work is being conducted on the course curriculum.

Dr.Anooja Thomas is an approved guide of the Mother Theresa University for supervising M.Phil Scholars.

The thrust areas of the department include Cardiovascular Diseases, Food Safety, Diabetes and Obesity.

13. Projects – Ongoing and Completed

UGC sponsored minor project- "Development of locally available low sodium recipes with locally available foods for Hypertensive patients" being carried out by Dr. Anooja Thomas.s

Dr.Anooja Thomas is State Level Coordinator of the Rs.4.5 Crore World Bank assisted Capacity building project– "Food Safety and Drug Toxicity" sponsored by Ministry of Family Welfare, Govt.of India.

14. Publications

Dr.Miriam Mani has published two Research Papers and eight popular articles.

Dr.Anooja Thomas has published eight Research Papers.

Mrs. Little Flower Augustine has published one Research paper and one abstract

15. Participation in the Extension Activities of the College

The Department carries out a number of extension programmes such as:-

a. Sale of **health food mix** prepared from pulses
b. Lecture-cum-demonstration on **diet and nutrition** for Nursing Students
c. Lecture and demonstration on **weaning foods** in 21 panchayats
d. **Community nutrition** programme for anganwadi teachers
e. **Nutrition intervention programme** in Koduvathanam village , Ettumannoor
f. **Community nutrition education programme** among adult women
g. **Mass nutrition education programme** in Nirmithi colony, Pannimattom
h. **Intervention programme** in Railway colony Kottayam

16. Students Assessment

The students are assessed continuously throughout the programme through seminars, assignments and series tests. The marks contribute to the overall performance of the students

17. Student Placement

The Department maintains good contact with many hospitals and other institutions inside and outside Kerala. Most of the students who passed have got jobs at various esteemed hospitals and institutions.

18. Significant Achievements

Two faculty members (Miriam Mani & Anooja Thomas) were awarded Doctoral Degrees

Ms. Little Flower Augustine secured first prize for paper presentation in the National Seminar on Obesity.

The students of the Department bagged all the three ranks in the M.Sc. Examination conducted in the year 2004.

19. Remarks in the First Assessment Report and Action Taken

In the first accreditation report it was recommended that steps should be taken to increase the number of enrolment. Accordingly three additional programmes were started namely,

a. P.G Diploma in Applied Nutrition and Dietetics in the year 2000
b. M. Sc Food Service Management and Dietetics in the year 2002
c. U.G.C Sponsored add – on course in Fashion Designing in the year 2005

20. Plan of Action

a. Start a P.G Diploma course in Food Processing in the year 2006
b. Conducting training programmes for rural women in Food processing to equip them for self employment
c. Host the 39th Annual Conference of Indian Dietetic Association in the year 2007
d. Acquire and conduct UGC aided projects
e. Improving the Infrastructure facilities such as Audiovisual lab, Food processing lab and Library facility in the department

21. Other Highlights

Chapter of Indian Dietetic Association

Diet Counselling Centre for the faculty & students of C.M.S College.

Diploma in Fashion Designing in association with Brainnet

Departmental Publications including one News Letter, one nutrition calendar and 15 printed visual aids.

DEPARTMENT OF MALAYALAM

Brief History

Malayalam has been taught as part of the curriculum right from the inception of the college in 1817. In 1998 B.A. Vocational Malayalam course was started. The Benjamin Bailey[1] Research Centre is an ancillary of the Department which publishes books, and organises workshops and seminars.

1. Faculty Profile

The Department has faculty strength of six teachers consisting of four permanent and two temporary teachers of whom three PhD holders.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	Dr. M.Sasidharan Pillai	Reader	PhD. B.Ed.	HOD, Research Guide
2	Dr.C. Sreekanta Kurup	LSG	PhD	Course Coordinator B.A. (Voc) Malayalam
3	Mr. E.N Kerala Varma	LSG	M.A.	Associate NCC Officer
4	Dr.Babu Cherian	LSG	PhD	Secretary of PTA

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.A. (Voc) Malayalam	32	48	**80**	65	13	2	**80**
Total		32	48	**80**	65	13	2	**80**

3. Changes in Programmes

The B.A Malayalam course conducted by the Department is a vocational course. The vocational edge that the students acquire is the skills developed in Copy Editing. It is supplemented by hands-on experience in printing and publishing.

4. Success Rate and Drop-out Rate

The success rate of the students during the past five years was above 90%.There was a **first rank** in 2001 and a **second rank** in 2005. There have been no drop outs for the course during the last two years.

5. Learning Resources

The Department has an independent library comprising of a comprehensive collection of more than 1000 books that serve as reference material and additional reading resource for graduate level students. Contemporary journals, periodicals and news papers are subscribed in the library.

The Department has a full-fledged computer lab with nine internet enabled computers.

6. Enhancement of Learning Resources

Acquired eight internet enabled computers.

Acquired about 1000 books from various sources including contributions from the faculty.

Purchased one OHP.

[1] Rev.Benjamin Bailey was the designer of modern Malayalam Typography and one of the founding fathers of the CMS College.

7. Teaching Methods other than lecture Method

Many of the instructive sessions for the vocational course require more than lecturing. The students are exposed to demonstration-based teaching that extensively makes use of the OHP. **Peer Teaching** under which students of M.A English help students of B.A Malayalam to learn English is successfully adopted.

The students are given extensive training in computers for DTP, Type Setting etc.

8. Academic and Personal Counselling

Every class has a warden in charge and also a student committee to monitor the overall activities. Together they look into and discuss various issues of importance, academic and otherwise. Issues demanding special attention are brought to the notice of the faculty. Any issue that requires redressal is tackled and resolved at the department level itself. Special academic attention is provided as a backup for weak students. At the class level, regular PTA meetings are also held in full earnest

9. Details of Faculty Development Programmes

Dr. Sreekanta Kurup and Mr. Babu Cherian availed of the FIP of the UGC for doing PhD.

All the faculty members attended one refresher course each during the last five years.

10. Participation of Teachers in academic activities (other than teaching and research)

The teachers of the Department are actively engaged in various co-curricular activities.

Mr. Babu Cherian is the Secretary of the PTA and is associated with the functioning of **Oasis.**

Mr. E.N Kerala Varma is in charge of **Sargasala** and **Centre for Performing Arts.**

11. Collaborations

The Department is collaborating with Learners' Press and CMS Press in connection with on-the-job training to the students.

12. Thrust Areas of Research

Performing Arts, Poetry, Novels.

13. Projects – Ongoing and Completed

UGC Funded Minor Research Project "Benjamin Bailey's Contributions to the Malayalam Language and Literature"carried out by Mr. Babu Cherian. (completed)

UGC Funded Minor Research Project "Time-Space Relation in the Novels of C. V. Raman Pillai" being carried out by Dr.Sreekanta Kurup (ongoing)

14. Publications

Dr.M.Sasidharan Plillai is an acclaimed poet in Malayalam. He is regularly publishing his poems.

Dr.Sreekanta Kurup has published two papers.

Mr. Bau Cherian has published two books.

Mr.E.N Kerala Varma has made six theatre productions in Kathalkali. As part of his research work he has been conducting lecture-demonstrations in Experimental Theatre in various colleges.

The History of CMS College was published by the Department of Malayalam in 1997 by Dr.Samuel Nellimukal (the former HOD, Malayalam) the first such book in India.

15. Participation in the Extension Activities of the College

Mr. Babu Cherian is the Treasurer of the PTA and is associated with the functioning of **Oasis.**
Mr.E.N Kerala Varma is the Associate NCC Officer.

16. Students Assessment

The students are assessed continuously throughout the programme through seminars, assignments and series tests. The marks contribute to the overall performance of the students.

17. Student Placement

Being a vocational course, the B.A Malayalam course offers the students immense job opportunities as Type Setters, Copy Editors, and DTP workers. A large number of students who completed the course are placed in publishing houses and advertising agencies. Some students have started their own enterprises.

18. Significant Achievements

The students of the Department bagged the First Rank in the University in 2001 and Second Rank in 2003.

Abhilash Chacko, a student of the Department obtained points equal to the Kalaprathibha in the University Youth Festival, M.G. University, 2002-2003.

19. Remarks in the First Assessment Report and Action Taken

There was a positive comment on the facilities for performing arts. In this regard, a Centre for Performing Arts is also established with Mr. E.N Kerala Varma as its coordinator.

20. Plan of Action

1. Establish a full fledged publishing house that can operate from within the department for publishing books.
2. Publish annually chosen books which are either 'rare and out of print' or are academically significant.
3. Upgrade the annual House Magazine *Porul* into a quarterly magazine.
4. Expand the 'Earn While You Learn' project to include more students.
5. Expand and upgrade the library in the department into a P.G. level reference library.
6. Revise and upgrade the present B.A. (Vocational Malayalam course) with appropriate university consent. The course can be made more relevant and contemporary.
7. Set up an e-magazine from within the department. To begin, it can be the e-version of ***Porul***.

21. Other Highlights

Earn-While-You-Learn Project:

This innovative attempt to help deserving yet needy students is linked to the department computer lab. Professional job works are sourced in from outside and the students who execute the work are given 50% of the client fees. One of the major projects thus executed by the students was the typesetting of the SCERT Text Student Resource Books published by the M.G University Central Cooperative Stores.

House Magazine

Annually the department also brings out its House Magazine ***Porul***

DEPARTMENT OF MATHEMATICS

Brief History

The Department of Mathematics was established in 1950. The first degree course in Science started in the college was BSc. Mathematics. Since 1960 the department has been offering both UG and PG courses in Mathematics.

1. Faculty Profile

The Department has faculty strength of 10 teachers (consisting of seven permanent teachers and three temporary teachers) of whom two are PhD holders, and five are M.Phil holders. All permanent teachers are members of the Board for M.Sc. Examinations of the Mahatma Gandhi University. List of Permanent Teachers is follows:-

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	P.C Andrews	LSG	MSc. B.Ed.	HOD, Member of Board of Studies (Mathematics)
2	Roy Skaria	LSG	M.Phil	PG Examination Board Member
3	Kumari Latha P.T	LSG	M.Phil	PG Examination Board Member
4	Merry Eapen	LSG	PhD.B.Ed	PG Examination Board Member
5	Abraham K. George	LSG	M.Phil. B.Ed.	PG Examination Board Member
6	Abraham K. Samuel	LSG	M.Phil	PG Examination Board Member
7	Varghese C. Joshua	LSG	PhD	PG Examination Board Member

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.Sc. Maths	63	47	**110**	94	9	7	**110**
2	M.Sc. Maths	5	41	**46**	37	6	3	**46**
Total		**68**	**88**	**156**	**131**	**15**	**10**	**156**

3. Changes in Programmes

Introduction of semester system at the PG level, internal evaluation and projects, revision of the syllabus to cope with the modern trends are notable changes in the courses. Faculty members Sri. Sasikumaran Nair and Sri. P.C Andrews served as members of board of studies in the MG University.

4. Success Rate and Drop-out Rate (in Nos.)

	2000-01		2001-02		2002-03		2003-04		2004-05	
	B.Sc	M.Sc.	B.Sc.	M.Sc	B.Sc.	M.Sc	B.Sc.	M.Sc	B.Sc.	M.Sc
First Class	23	1	40	1	26	5	12	17	13	12
Second Class	7	6	7	5	2	0	12	0	6	3
Third Class	2	4	0	6	3	0	05	0	8	2
Failure	10	10	0	12	10	15	10	5	7	4
Drop-out	2		2		5	4	9	2	2	3
Total	**42**	**21**	**49**	**24**	**46**	**24**	**48**	**24**	**36**	**24**

5. Learning Resources

There are spacious and furnished rooms for the department and classes in a separate building. There is a computer lab with 6 computers with internet access and an OHP. A reading room is set apart for the students. In the library adequate number of books for reference and lending is provided.

6. Enhancement of Learning Resources

Books relevant to the revised syllabus for BSc and MSc courses are made available. Also journals, computers, OHP & internet access are provided.

7. Teaching Methods other than lecture Method

Seminars, discussions and peer group teaching are found to be fruitful for the academic development of students. Project work for the PG students are done under the guidance of the faculty. Students with teaching talents are selected to take classes on selected topics during the course of the course of study. Seminars by experts are arranged under the auspices of the Mathematics Association. Remedial teaching for weak students showed success.

8. Academic and Personal Counselling

The HOD and wardens of respective classes take the initiative in the academic and personal counselling of students. The PTA meetings, career guidance, model viva, seminars, discussions are conducted as part of the programme.

9. Details of Faculty Development Programmes

Dr. Varghese C Joshua and Mr. Abraham K Samuel have availed FIP of the UGC for doing PhD.

All the teachers attended the national seminar conducted by the Department in association with the Indian Academy of Sciences, Bangalore.

Dr. Varghese C Joshua attended 4 refresher courses, 3 national seminars, and 5 international seminars/workshops.

Dr.Merry Eapen has attended 3 refresher courses, 3 national seminars and 3 workshops

Mr.Abraham K George attended 3 refresher courses.

The Department has organised several seminars on Coding Theory, Stochastic Process, and Probability Theory.

10. Participation of Teachers in other academic activities

Mr.P.C Andrews is a member of the Board of Studies and is the Chairman of Distance Education (Mathematics). He is also in the Panel of Subject Experts in the M.G University.

All the faculty members are members of the PG Board of Examination.

Each teacher is assigned one or two academic activities of the department such as remedial teaching, model viva, project work, activities of Mathematics Association, computer literacy programme, parent teacher meetings, internal evaluation, students' discipline, along with the usual work.

11. Collaborations

The Department is associating with the Indian Academy of Sciences, Bangalore for conducting seminars and workshops.

Dr. Varghese C. Joshua has research collaborations with Madrid University, Spain; Kettering University, Michigan; Belarusian University, Belarus; AT&T Labs U.S.A; and Cochin University of Science and Technology, Kochi, in various projects related to Queuing Theory.

12. Thrust Areas of Research

The Department is trying to become a Research Centre in Mathematics. The thrust areas are Graph Theory and Stochastics

13. Projects – Ongoing and Completed

UGC funded Minor Research Project entitled "Modelling of communications and computer networks by Retrial Queues" being carried out by Dr. Varghese C. Joshua

DST funded Major Research Project in which Dr. Varghese C. Joshua participates as co-investigator

14. Publications

Faculty member Dr. Varghese C Joshua published 6 papers related to "Retrial system and Queues" in association with CUSAT, in national and international journals.

Dr.Merry Eapen published 4 papers.

15. Participation in the Extension Activities of the College

The department extends various support and participation in the extension activities of the college. The faculty members serve as NSS Programme Officers, Directors of Student Cooperative Society etc.

16. Students Assessment

The method of continuous student assessment is through series tests, class tests, oral questions, assignments, seminars and projects. The wardens are in charge of preparing assessment reports. Teachers in charge of projects evaluate their performance of their wards through tests and viva voce.

17. Student Placement

A large number of students who completed their course from this department have attained different posts as lecturers in colleges, teachers in schools, Chartered Accountants, professionals in the IT field, officers in various firms/organizations

18. Significant Achievements

Dr.Merry Eapen and Dr.Varghese C. Joshua were awarded PhD.

Conducted a 10 day national seminar and also a one day national seminar

Three students qualified in the NET examination and two are undergoing research

Completed the preliminary steps for the approval of the department as a research department

19. Remarks in the First Assessment Report and Action Taken

In the First Assessment Report, the peer team had appreciated the Department for its activities

20. Plan of Action

Start a Research Centre, conduct national seminar, conduct classes for school students, take measures to increase success rate of the students in examinations

21. Other Highlights

Various programmes in Mathematics fruitful for the student community are chalked out under the leadership of the association **Mathematical Fraternity.**

DEPARTMENT OF PHYSICAL EDUCATION

1. Brief History

The Department of Physical Education has a history which goes back to the very beginning of the college. The founders of the college set training and development of the mind and body of the students to be one of the most cherished aims of the college and so they included physical education programmes in the syllabi. The purpose of physical education imparted in the college is to make the students physically fit now and later on stable, enlightened citizens capable of performing satisfactorily the social, vocational, and moral obligations incumbent upon them. With this objective, the college has created the entire infrastructure such as stadium, play grounds, courts etc. The present day Nehru Stadium at Nagampadom once belonged to the college.

The college aims to offer every student an opportunity to participate in a variety of activities regularly to broaden his social contacts with other students and receive the valuable benefits of sports, such as training in leadership, self-discipline, unselfishness and health habits. Early in the 1960s when the college came under the control of the government and the university, the programmes under physical education became optional.

2. Facilities Available

Stadium :-A magnificent stadium with 400 meters track. It enjoyed the position of being the most prestigious stadium in the whole state of Kerala. The All India Inter-State National Athletic Meet of 1962 was held here. A great number of games – Foot Ball, Hockey, Cricket, Kabaddi and Soft Ball are held here. Inter-collegiate, Inter-Zone, and Inter-University meets are also held here.

Cricket Practice Pitch – Separate pitch for practising cricket

Softball Court – Separate court for soft ball

B**asket Ball Court** – Constructed under the MP-LAD scheme.

Facilities for Tennis – For providing training in Tennis, there is an agreement with Rama Varma Union Club, Kottayam, where the students can practise under the supervision of coaches of national and international standards.

Separate dressing rooms are provided for Cricket Players and Hockey players.

3. Programmes

The activities of the Department start at the very beginning of the academic year. The facilities provided by the University, District and State Sports Councils and the SAI are also made use of.

Regular practices take place for football, cricket, softball and basket ball.

The college is the venue for conducting inter-collegiate and inter-zone tournaments in football, softball and cricket every year.

The Inter-Collegiate FootBall Match, the Saleh Memorial Football Tournament in January every year. It is conducted to commemorate the memory of an outstanding alumnus of the college late Mr. P.B.A Saleh who represented India in the Helsinki Olympics in1953.

The Inter-Departmental matches and Annual Sports Meet are held in January/February every year.

4. Performance during the past five years

Year	Achievements
2000-01	First in inter-collegiate hockey match
	Third in Power Lifting (75 Kg)
	First in Best Physique (75 Kg)
	Third in Best Physique (65 Kg)
	Mr. MG University
	Second in Kabaddi
	First in Softball (Men)
	First in Aquatics
	24 Students got University Selection in various items
2001-02	First in Power Lifting (men) 82.5 KG
	Third in Kabaddi (Women)
	First in Hockey (Women)
	First in Softball (Men)
	First in Best Physique (Men) (80 KG)
	Second in Best Physique (Men) 65 KG
	Second in Hockey (M)
	15 Students got University Selection
2002-03	Third in 4x100 Medley Relay
	Third in 4x100 Freestyle Relay
	Third in 4x200 Freestyle Relay
	Team Championship in Aquatics
	First and Third in Best Physique (60 KG Men)
	First in Best Physique (80 Kg Men)
	Third in Best Physique (90Kg Men)
	Mr University
	Team Championship (Second) in Best Physique
	Second in Power Lifting (67.5Kg Men)
	First in Power Lifting (90kg Men)
	32 Students got University Selection for various items
2003-04	First in Softball (Men)
	Third in Water Polo (Men)
	12 Students got University Selection for various items
2004-05	Second in Water Polo (Men)
	Third in Hockey (Men)
	First in Softball (Men)
	Third in 50 mtr, Free Style Aquatics
	Second in 4x100 mtrs Freestyle – Aquatics
	Third in 4x200 mtrs Freestyle – Aquatics
	First in Cricket (Men)
	12 Students got University Selection

5. Assignment and Execution of Work

Admission, Team selection and training are done with the support of the teachers of various departments and the non-teaching staff. Various teams of students are allotted under competent staff for training and encouragement. Trained coaches from outside are also invited. The District sports Council and SAI also provide coaches and training facilities.

6. Training Programmes

Training is imparted to all the interested students, both in theory and in practicals. The students of nearby schools are also permitted to use the facilities available in the college campus. Friendly matches are arranged with teams of nearby schools and clubs. Regular practice sessions are held in Hockey, Football, Basketball, Softball, Kabaddi, and Track and Field Events.

7. Service to the Public

Facilities available in the college are extended to the following for conducting Annual Sports Meets and Tournaments.

Organisations like, District School Sports and Games Committee, Govt.Poly-technic, Rajiv Gandhi Institute of Technology Etc.

Associations like, District Hockey Association, Cricket Association, Football Association, Chartered Accountants etc.,

Clubs like Rotary, MRF etc.,

The services of the students are also extended to Sports Clubs and Schools for training their teams.

8. Functioning of the Department

An Advisory Committee is constituted at the beginning of the year. On consultation with the Principal, the members of the committee are chosen from among the teachers of the college. The committee has ten members and its Chairman is the Principal and the Convener is the Head of the Physical Education Department. The Advisory Committee meets at the beginning of every term and also at the end of the year. It helps the Department to plan the work of the year, to evaluate the work done, to help in the conduct of Saleh Memorial Football Tournament and to approve of the accounts.

9. Faculty

Currently there is only one faculty member Mr.John Philip who is working as the Head of the Department of Physical Education

DEPARTMENT OF PHYSICS

Brief History

The Department of Physics was established in 1959.It offers B.Sc. Physics, M.Sc. Physics, and MSc. Applied Physics. The Department is a Research Centre approved by the Mahatma Gandhi University for conducting PhD programme.

1. Faculty Profile

The Department has faculty strength of 15 teachers (consisting of nine permanent teachers and six temporary teachers) of whom four are PhD holders and two are M.Phil holders. All permanent teachers are members of the Board for M.Sc. Examinations of the Mahatma Gandhi University.

Sl No	Name of the Teacher	Design a-tion	Qualific-ation	Remarks
1	P.K Annamma	LSG	M.Sc.	HOD, Chairman of Board Examiners (MSc. Applied Physics III&IV Semester), Chair person of the Dr.George M.Thomas Endowment Trust
2	Mary George	LSG	M.Sc.	President of USHUS
3	Mathew C. Mathew	LSG	M.Phil	Director of George Sudarshan Centre for Computer Science
4	A.S. Varghese	LSG	M.Sc	District President of the AKPCTA, Former member of Board of Studies, M.G University
5	Dr. Rajan K. John	LSG	PhD	Coordinator of Physics Gurukulam
6	Sisy Rachel Chandy	LSG	M.Sc.	On leave
7	Dr. Jayakumari Issac	LSG	PhD	Research Guide,
8	Seethalakshmi Ammal	LSG	M.Sc	Currently doing PhD
9	Dr. P. Rajagopal	LSG	PhD	Research Guide.

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	B.Sc. Physics	78	73	**151**	112	31	08	**151**
2	M.Sc. Physics	06	18	**24**	17	05	02	**24**
3	M.Sc. Applied Physics	03	8	**11**	07	03	01	**11**
Total		**87**	**99**	**186**	**136**	**39**	**11**	**186**

3. Changes in Programmes

When the University decided to follow semester system at the P G level, the department had taken initiative in designing the curriculum of M.Sc Applied Physics and prepared the syllabus. The Department also prepared a curriculum for GATE, UGC-CSIR Coaching.

4. Success Rate and Drop-out Rate (in Nos.)

The success rate of the students during the past five years was nearly 90% for B.Sc. and 95% for M.Sc. There was a first rank for B.Sc. during this period and a sizable number of the passed students secured first class. At the U.G level 10-15 students leave the course to join professional courses. At the P.G level the drop out rate is nil.

5. Learning Resources

The Department has a library with 120 books. There are separate laboratories for B.Sc and M.Sc. courses.

For experiments in Optoelectronics, a separate laser lab is maintained by the Department.

LCD Projector and OHP are available in the department.

A separate Computer lab with Internet connection is also available.

Separate Physics Research Lab with necessary equipment is maintained.

6. Enhancement of learning Resources

Seven computers were added, and purchased a semiconductor laser system and a He- Ne Laser with accessories for the laser lab.

7. Teaching Methods other than lecture Method

Some of the teachers used to give lectures with the aid of OHP. Demonstrations of computer experiments for Degree classes were given in the class

8. Academic and Personal Counselling

The complete responsibility of a class is entrusted to a teacher. The teacher takes active interest in promoting academic work of his/her wards, finds out the capabilities and difficulties of each student, acts as counsellor and gives necessary and timely advice to the students. The teacher is supposed to co-ordinate the academic activities of the class.

9. Details of Faculty Development Programmes

Mr.A.S Varghese is currently doing PhD.

Smt M Seethalekshmi Ammal availed F. I. P for completion of PhD.

The Department organized several seminars and a series of lectures in the last two years.

1. Seminar on Group Theory in June 2004
2. Seminar on Recent Developments in Mathematical Science in January 2005
3. Lectures on Mathematical foundation of Physics, Group theory, and Non-Linear Dynamics.

10. Participation of Teachers in other academic activities (other than teaching and Research)

All teachers are members of the examination board for M Sc Exams in the M G University for both theory and practical

All teachers are trustees of the Dr. George M Thomas Endowment Trust and actively participate in the activities

Dr. Rajan K John is in charge of the Coaching Center for National level tests in Physics like UG C, CSIR, GATE, JEST etc

Mr.A.S Varghese has attended two National Seminars, Dr.Rajan K. John one seminar and Dr.Sreelatha two symposiums.

11. Collaborations

The department has close academic association with:
1. George Sudarshan Centre for Computer Science
2. Cochin University of Science and Technology
3. Kuwait University.

12. Thrust Areas of Research

In 1992 the Department became an approved centre for research leading to PhD degree in Physics. Six Research Guides are supervising PhD work. Two PhDs were already produced. Currently 10 research scholars are pursuing their studies in the Department. The thrust areas of research are Thin Film, Crystal Growth, Biological Crystals, Polymer Ceramic Materials and Vibrational Spectroscopy.

13. Projects – Ongoing and Completed

1. UGC funded major project for Rs.5,48,560/- on " Biological Crystals" being carried out by Dr. Jayakumari Issac
2. DST funded major project for Rs.15,00,000/- on "Optical Computing using Solitons" being carried out by Dr.Sreelatha.
3. UGC funded minor project for Rs.85,000/- on "Biological Crystals – Urinary Crystals" being carried out by Mr. A.S Varghese.

14. Publications

A total of seven papers were published during the last five years of which two papers were by Dr. Rajan K. John, two by Dr. Sreelatha, two by Mrs. Seetha Lakshmi Ammal and Dr. Jayakumari Issac and one by Ms. Ginu Rajan.

Dr. P. Rajagopal has published one book also.

15. Participation in the Extension Activities of the College

Coaching classes are conducted to train students for GATE and UGC examinations.

Several Programmes are organised at the auspices of the Dr.George M. Thomas Endowment Trust.

16. Students Assessment

Minimum two internal examinations per semester/year

Compulsory Seminar Presentations

Compulsory Assignment

Debates, oral questions, project work etc.

17. Student Placement

The Department is providing coaching for GATE, UGC-CSIR NET etc under the auspices of the Physics Gurukulam. Five students qualified in GATE Examination in 2004 and seven students qualified in 2005

18. Significant Achievements

Four research scholars were awarded PhD during the past five years.

17 student qualified GATE Examination including one 20^{th} Rank, 5 students qualified UGC/CSIR NET, 16 students qualified JEST and 3 students qualified SET during the last five years.

Ms.Sherin Rachel John got the first rank in M.G University B.Sc Physics Examination in 2005.

The students bagged three ranks in M.Sc Applied Physics in 2005.

19. Remarks in the First Assessment Report and Action Taken

In accordance with the recommendation in the first assessment report, several diploma and certificate courses in Multimedia, Hardware, Animation etc. in technical collaboration with KELTRON.

20. Plan of Action

The Department felt that Optoelectronics has immense scope as all electronics is going to be replaced by photonics. Hence, creating facilities for further studies in this field will help the students to find out a position and thereby join in the future developments in the communication field of the country. With this aim, the department is planning to start an M.Tech Programme in Optical communication.

It is also proposed to initiate research in the fields of photonics and Biophysics by taking up minor and major projects in these fields.

Conducting of invited lectures in the thrust areas and difficult topics for the benefit of P.G. Students regularly is also planned.

Start M.Phil Course in Physics.

21. Other Highlights

George Sudarshan Centre for Computer Science is working under the supervision of the Physics Department

Large numbers of academic programmes are conducted under the auspices of the Dr. George M. Thomas Endowment Trust which is managed by the Physics Department.

The Physics Gurukulam, which trains students for GATE, UGC, CSIR Examinations, is working under the supervision of Dr. Rajan K. John, a faculty member of the Physics Department.

The Department has instituted a Chair of Excellence in Physics in 2002-03 with Dr. K Babu Joseph, former V.C of Cochin University of Science and Technology, as its incumbent.

DEPARTMENT OF SOCIOLOGY

Brief History

The Department of Sociology established in 1965 with Dr.K.E Varghese, an unassuming Oxonian from Balliol College, Oxford as Head of the Department. The Department offers M.A Sociology Course.

1. Faculty Profile

The Department has a faculty strength of four teachers of whom two are PhD holders. All the teachers are members of the Board for M.A. sociology Examinations of the Mahatma Gandhi University.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	E.Vijayakumari	LSG	PhD	Member, Examination Board (PG)
2	Mohan Cherian	LSG	M.A	Member, PG Board, Sociology
3	I. Mary	LSG	M.A	Member, Examination Board (PG)
4	Dr. Asha Mathew	Reader	PhD. B.Ed	Member, Examination Board (PG)

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	M.A Sociology	16	33	**49**	21	12	6	**49**
Total		**16**	**33**	**49**	**21**	**12**	**6**	**49**

3. Changes in Programmes

Semesterisation at the P.G level was introduced in the year 2001. The syllabus was changed in order to incorporate the latest developments in each subject. Dr. E. Vijaya Kumary who was a member of the P.G Board of Studies in Sociology of M.G University participated in the workshop in connection with the revision of the syllabus.

A Workshop was organized in CMS College in the year 2000 to frame the question bank for B.A Sociology in which Dr. E. Vijaya Kumary, Prof. I Mary and Dr. Asha Mathew participated.

4. Success Rate and Drop-out Rate

The success rate of the students during the past five years was nearly 79%. The drop out rate was 4%. **There were 2 first ranks, 2 second ranks and 3 third ranks** of the University during the last 5 years.

5. Learning Resources

There is a collection of nearly 5000 books in the general library and nearly 80 books and a collection of dissertations in the department library. There are 2 computers with broad band internet connectivity. The department also has one overhead projector.

6. Enhancement of Learning Resources

The department has secured 500 books, 2 journals, 1 computer and 1 OHP during the last five years under various schemes.

7. Teaching Methods other than lecture Method

Debates and group discussions are conducted. As part of curriculum, students submit an assignment and present a seminar on a topic in every subject. For students who join M.A Sociology from other disciplines a bridge course is conducted at the beginning of the course.

8. Academic and Personal Counselling

The weak students are given remedial coaching and academic counselling by the faculty members. Personal counselling is also given to students and helps them in solving their personal problems.

9. Details of Faculty Development Programmes

Dr. E. Vijaya Kumary attended 3 refresher courses and 16 seminars.

Mr.Mohan Cherian has attended two seminars

Mrs.I Mary has attended two refresher courses and six seminars.

Dr. Asha Mathew attended one refresher course and seven seminars

10. Participation of Teachers in academic activities

The department organized two national seminars and 12 other seminars / workshops during the last 5 years.

All the teachers are in the PG Board of Examination (Sociology) of the M.G University.

Dr.E.Vijayakumari, Dr.Asha Mathew and Mrs. I Mary act as resource persons to the School of Distance Education M.G University and Counsellors to IGNOU.

Dr.E.Vijayakumari is the Secretary of "We care" a voluntary organisation for the aged.

11. Collaborations

The department has collaboration with All Kerala Sociological Society. All the teachers in the department have life membership in the society. Two faculty members have membership in all India sociological society. The department associates with Y's Men's International and Red Cross Society for conducting seminars and other programmes of social relevance.

12. Thrust Areas of Research

Two faculty members – Dr. E. Vijaya Kumary and Dr. Asha Mathew are guiding M.Phil. students of Annamalai and Madurai Kamaraj Universities.

Students undertake project work as a part of curriculum of the course and the thrust area is women's issues.

13. Projects – Ongoing and Completed

CDS Funded project "Problems and Prospects of Emigrant Households" was carried out by Dr. E. Vijayakumari.

14. Publications

The teachers of the department have published nine papers in various journals.

15. Participation in the Extension Activities of the College

The Department associates with Kerala Police along with the Department of Social Work of the B.C.M College, Kottayam in the implementation of the Geriatric Care Project under which the 320 aged people who need any kind of help, in the Kottayam Municipality area are identified and services extended.

16. Students Assessment

Continuous assessment of the students is co-ordinated by a teacher. Each teacher, through assignments, seminar presentations, regular test papers and question answer sessions, evaluate the students. Project Work of the students is evaluated through oral test and presentation.

17. Student Placement

There is a placement record in the department. A good number of our former students are employed and well placed as Bishops, Priests, Social Workers, Teachers in colleges and schools, Bank Officers etc.

18. Significant Achievements

This year the students organized inter-collegiate quiz contest which earned much acclaim.
In 2003-04 all the three ranks of the M.G University were bagged by the students of the Department.
In 2004-05 2nd and 3rd rank of the M.G University were bagged by the students of the Department.

Two students have qualified in the NET examination.

19. Remarks in the First Assessment Report and Action Taken

It was recommended that the Department along with the other Humanities departments should start a coaching programme for the civil service examinations. Accordingly, the Department is cooperating with the Career Guidance Centre in organising training programmes.

20. Plan of Action

The Department satisfies all the conditions for an approved research centre and so the Department plans to start a Research Centre in Sociology with the approval of the Mahatma Gandhi University.

The teachers of the Department are already guiding M.Phil Scholars of Madurai Kamaraj University and Annamalai University. On the strength of the research and guidance experience, it is proposed to start an M.Phil course in Sociology. As of now there is no M.Phil course in Mahatma Gandhi University for Sociology.

21. Other Highlights

The Sociology Department of the CMS College is one of the oldest Sociology Departments in Kerala.

It undertakes a large number of programmes in the area of community development.

The Student projects are conducted in such a way as to understand social problems and find solutions.

DEPARTMENT OF ZOOLOGY

Brief History

The Department of Zoology was established in 1950. MSc. Course was started in 1982. The Department became an approved Centre of Research in 1991. It is the head quarters of the Zoological Society of Kerala.

1. Faculty Profile

The Department has a faculty strength of nine teachers of whom six are PhD holders, and three are M.Phil holders. All the teachers are members of the Board for M.Sc. Examinations of the Mahatma Gandhi University.

Sl No	Name of the Teacher	Designation	Qualification	Remarks
1	P.C. John	LSG	M.Phil	HOD, Chairman PG Board of Examination (Zoology)
2	Lila Chandy	LSG	M.Phil	PG Examination Board Member
3	Alice K.Thomas	LSG	PhD	PG Examination Board Member
4	Thomas Varghese	LSG	PhD	PG Examination Board Member
5	Mary Chandy	LSG	PhD.B.Ed	PG Examination Board Member
6	Susan George	LSG	M.Phil	On leave
7	George Mathew	LSG	PhD	PG Examination Board Member
8	Abraham Samuel K.	LSG	M.Phil.,PhD	PG Examination Board Member
9	Sosamma Oommen	LSS	PhD	

2. Student Profile

Sl No	Programme	Student Strength			Region-wise			
		M	F	T	Same District	Outside District	NRI	Total
1	BSc. Zoology	55	71	**126**	100	18	8	**126**
2	MSc. Zoology	4	9	**23**	18	3	2	**23**
Total		**59**	**80**	**149**	**118**	**21**	**10**	**149**

3. Changes in Programmes

The syllabi of both the UG and PG programmes were thoroughly changed in order to incorporate the latest developments in each branch. Project work at the UG level and semesterisation at the PG level were introduced. All teachers of the department played an active role in the seminars and workshops organized by the University and the Zoological Society of Kerala. The department framed the syllabi for add-on courses at the first degree level in Ornamental fish culture.

4. Success Rate and Drop-out Rate

The success rate of the students during the past five years was nearly 90% for B.Sc. and 95% for M.Sc. There was a first rank for B.Sc. during this period and a sizable number of the students secured first class. The dropout rate in the UG classes is about 20% since girl students who join the course prefer to move on to paramedical courses. At the PG one or two students may leave once in a while

5. Learning Resources

The department is housed in a very spacious building of its own with class rooms, laboratories, museum, computer lab, library, instrumentation room, staff rooms etc. Animal House and Zoology Museum are other facilities available in the department. There is a collection of around 4,500 books on Zoology and related subjects in the General Library. The computer lab has three computers and broad band internet connectivity.

6. Enhancement of Learning Resources

The department has secured books, journals, computers, OHP, digital camera, microscopes and other equipment from the UGC grant, CPE funds, contribution from teachers and alumni and from the contributions of the PTA

7. Teaching Methods other than lecture Method

Both at the UG and PG levels project work and practical are a compulsory component of the course. **Participatory learning** techniques of various types are tried at the initiative of the teachers. Extensive use of museum specimens, slides, charts are practised in all classes. Internet connectivity and the availability of computers help the students a lot in their learning. The department also gives importance to **field oriented** studies.

8. Academic and Personal Counselling

The system of warden ship serves the purpose of academic and personal counselling of students. The same teacher is the warden for the duration of a course. The department has a few of its lady staff trained in counselling and they help the girl students

9. Details of Faculty Development Programmes

Dr. Mary Chandy of the department got her PhD. under F.I.P. All teachers of the department make it a point to attend national and international seminars and training programmes whenever possible.

10. Participation of Teachers in other academic activities

Eight Teachers are members of the PG Board of Examination (zoology)

A.P Thomas, the then member of the faculty was Chairman of Board of Studies (Zoology)

All teachers actively participate in the activities of the Zoological Society of Kerala.

Dr. Abraham Samuel is the Vice President of TIES (A voluntary organisation for environmental studies)

Dr.Thomas Varghese is the coordinator for Total Computer Literacy Programme.

11. Collaborations

The department has collaborations with the Kottayam Nature Society, Zoological Society of Kerala, Tropical Institute for Environmental Studies etc. in rather informal manner. These organizations help the department in organizing programmes.

12. Thrust Areas of Research

The department became an approved research centre of the University during 1990 and till date six students from the department were awarded Ph.D. by the M.G. University. There are twelve research guides of whom three are from the department itself.

Biodiversity, Freshwater Biology, Wetland Ecology, Problems of Urbanization (Water management and Mosquito control, Vermi-culture for waste management) are the areas of research in the department.

13. Projects – Ongoing and Completed

UGC Funded Minor Research Projects by Mr.P.C John (Completed), Dr. Mary Chandy (Completed), Dr.Alice K. Thomas (Ongoing), and Dr. Abraham Samuel K. (ongoing).

CDS Funded Project carried out by Mrs. Susy Abraham (Completed).

14. Publications

Dr. Abraham Samuel has published two articles, Dr. Sosamma Ommen has published four articles, and Dr. Mary Chandy has published one paper in National and International Journals.

15. Participation in the Extension Activities of the College

Dr. Mary Chandy is in charge of propagation of vermi-composting programme of the Nature Club.

The department is offering various kinds of support and assistance to the extension activities of the college.

It maintains a Butterfly Garden also.

16. Students Assessment

Continuous assessment of the students of the department is coordinated by one of the staff members. Assessment of the practical work of each student is done at the end of each practical session. Each teacher through oral questions, assignments, seminar presentations and test papers evaluates students. The college arranges two terminal test papers during the academic year. Project work of students is evaluated through oral tests and presentation of the project report.

17. Student Placement

A good number of our students who took their first degree from here later qualified as medical doctors, advocates and school teachers. Post graduates from these departments are holding the posts of college teachers, researchers in India and abroad

18. Significant Achievements

The Head of the Department Prof. P.C. John is the current President of the Zoological Society of Kerala and Dr. Abraham Samuel K. is the Resident Secretary of the Society. Dr. Mary Chandy is in charge of the Nature Club of the college. Dr. Abraham Samuel K is the Vice President of the Tropical Institute for Environmental Studies

19. Remarks in the First Assessment Report and Action Taken

The peer team report appreciated the department's role in the activities of the Zoological Society of Kerala.

20. Plan of Action

It is proposed to organise short duration certificate programmes in Bird/Butterfly/Dragon fly/Spider watching, Bee keeping, Vermi-culture, Taxidermy, Museology, Ecotourism etc.

A Centre for Curricular Innovations in Zoology is under consideration.

21. Other Highlights

The Zoological Society of Kerala is a voluntary academic organization of the Zoology teachers of Kerala and the department is the headquarters of the Society. From 1989, the year of the inception of the Society- teachers of the department have been playing an active role in the Society as President, Secretary, Resident Secretary, Editor of the Journal etc.

SWOT ANALYSIS

Strengths Identified

- Good reputation
- Sound infrastructure
- Strong alumni association
- Well qualified Staff
- Democratic management
- Research and extension works
- Locational advantage

Weaknesses Felt

- Lack of flexibility in curriculum design, syllabus preparation, conduct of examinations, and publication of results as the college is functioning in the affiliating system.
- Restrictions by the government in matters like making new appointments, starting new courses, and discontinuing out dated courses.
- Lack of professional management:- Inadequate planning, implementation problems, insufficient training to the staff, non-existence of management audit, absence of formal system of academic audit, disruption of classes due to external factors.
- Absence of a formal system of maintaining data relating to student progression.

Opportunities Available

Liberalisation of the education sector has opened up avenues for :

- New courses in the self financing stream.
- Tie-ups with foreign universities and institutions for conducting courses.
- Tie-ups with Indian and foreign institutions for carrying out research.

Threats Existing

- Proliferation of professional colleges and institutions in the self-financing stream.
- Declining demand for conventional courses.

Appendix I

List of Permanent Teachers

SL. No.	Name	Desgn.	Gender	Department	Qualification			
1	T.M Yesudasan	LSG	M	English	M.A			
2	V.M George	LSG	M	English	M.A			
3	Susan Varghese	LSG	F	English	M.A	M.Phil	B.Ed.,	
4	Korah Jacob	LSG	M	English	M.A			
5	Elizabeth Samson	LSG	F	English	M.A	M.Phil		Ph.D
6	E. John Jacob	LSG	M	English	M.A			
7	Sobhana Kurian	LSG	F	English	M.A	M.Phil	B.Ed.,	Ph.D
8	Nirmala Joseph	LSG	F	English	M.A			
9	Rebecca Mathew	LSS	F	English	M.A	M.Phil		
10	David Abraham	LSS	M	English	M.A			
11	Jacob Eapen K	LSS	M	English	M.A		B.Ed.,	
12	Cinny Rachel Mathew	LSS	F	English	M.A	M.Phil	B.Ed.,	
13	M.Sasidharan Pillai	LSG	M	Malayalam	M.A		B.Ed.,	Ph.D
14	C.Sreekanta Kurup	LSG	M	Malayalam	M.A	M.Phil		Ph.D
15	E.N Kerala Varma	LSG	M	Malayalam	M.A			
16	Babu Cherian	LSS	M	Malayalam	M.A	M.Phil		Ph.D
17	T.P Vijayan Namboothiri	LSG	M	Hindi	M.A			Ph.D
18	Alphonsa Paul	LSG	F	Hindi	M.A	M.Phil		Ph.D
19	C.Rema Devi	LSG	F	Hindi	M.A	M.Phil		Ph.D
20	P.J Chacko	LSG	M	Hindi	M.A	M.Phil		Ph.D
21	P.C Andrews	LSG	M	Maths	M.Sc.	Mphil	B.Ed.,	
22	Roy Scaria	LSG	M	Maths	M.Sc.	Mphil		
23	Kumari Latha P.T	LSG	F	Maths	M.Sc.	Mphil		
24	Merry Eapen	LSS	M	Maths	M.Sc.	Mphil	B.Ed.,	Ph.D
25	Abraham K. George	LSS	M	Maths	M.Sc.	Mphil	B.Ed.,	
26	Abraham K. Samuel	LSS	M	Maths	M.Sc.	Mphil		
27	Varghese C. Joshua	Lect.	M	Maths	M.Sc.	Mphil		Ph.D
28	P.K Annamma	LSG	F	Physics	M.Sc.			
29	Mary George	LSG	F	Physics	M.Sc.			
30	Mathew C. Mathew	LSG	M	Physics	M.Sc.	M.Phil		
31	A.S Varghese	LSG	M	Physics	M.Sc.			
32	Rajan K. John	LSG	M	Physics	M.Sc.	M.Phil		Ph.D
33	Sisy Rachel Chandy	LSG	F	Physics	M.Sc.			
34	Jayakumary Issac	LSG	F	Physics	M.Sc.			Ph.D
35	Seetha Lakshmi Ammal	LSG	F	Physics	M.Sc.			
36	P.Rajagopal	LSG	M	Physics	M.Sc.			Ph.D
37	Zacharia Oommen	LSG	M	Chemistry	M.Sc.			Ph.D
38	George P. Zacharia	LSG	M	Chemistry	M.Sc.			
39	Jacob George	LSG	M	Chemistry	M.Sc.			
40	K.C Mathew	LSG	M	Chemistry	M.Sc.	M.Phil		
41	Susan Varghese	LSG	F	Chemistry	M.Sc.	Mphil		
42	Shaju Mathew George	LSG	M	Chemistry	M.Sc.	Mphil		
43	Rachel Mathew	LSG	F	Chemistry	M.Sc.			Ph.D
44	George Varkey	LSG	M	Chemistry	M.Sc.	M.Phil		Ph.D
45	M.M Korah	LSG	M	Chemistry	M.Sc.	M.Phil		
46	John Chandy	LSG	M	Chemistry	M.Sc.			

47	Alice Zacharia	LSG	F	Chemistry	M.Sc.			Ph.D
48	Susy Joseph	LSS	F	Chemistry	M.Sc.			
49	Tomy James	LSS	M	Chemistry	M.Sc.			
50	Sarah Chandy	LSS	F	Chemistry	M.Sc.			Ph.D
51	Susan Abraham	LSS	F	Chemistry	M.Sc.			
52	Bessy A. Varkey	LSS	F	Chemistry	M.Sc.			Ph.D
53	Ajitha Chandy	LSS	F	Chemistry	M.Sc.	M.Phil		
54	George Jacob	LSG	M	Chemistry	M.Sc.			
55	P.C John	LSG	M	Zoology	M.Sc.	M.Phil		
56	Lila Chandy	LSG	F	Zoology	M.Sc.	M.Phil		
57	Alice K.Thomas	LSG	F	Zoology	M.Sc.			Ph.D
58	Thomas Varghese	LSG	M	Zoology	M.Sc.			Ph.D
59	Mary Chandy	LSG	F	Zoology	M.Sc.	B.Ed.,		Ph.D
60	Susan George	LSG	F	Zoology	M.Sc.	M.Phil		
61	George Mathew	LSS	M	Zoology	M.Sc.			Ph.D
62	Abraham Samuel K.	LSS	M	Zoology	M.Sc.	M.Phil		Ph.D
63	Sosamma Oommen	LSS	F	Zoology	M.Sc.			Ph.D
64	John Varghese	LSG	M	Botany	M.Sc.	M.Phil		
65	John K. Daniel	LSG	M	Botany	M.Sc.			PhD
66	Abraham C. Mathew	LSG	M	Botany	M.Sc.			
67	K.V.George	LSG	M	Botany	M.Sc.			Ph.D
68	Annie T. John	LSS	F	Botany	M.Sc.	M.Phil		
69	Mini Chacko	LSS	F	Botany	M.Sc.	M.Phil		
70	Sheeba Thomas	LSS	F	Botany	M.Sc.	M.Phil		
71	Miriam Mani	LSS	F	F&CSc.	M.Sc.			Ph.D
72	Anooja Thomas	LSS	F	F&CSc.	M.Sc.	M.Phil		Ph.D
73	E.Vijayakumary	LSG	F	Sociology	M.A			Ph.D
74	Mohan Cherian	LSG	M	Sociology	M.A			
75	I. Mary	LSS	F	Sociology	M.A			
76	Asha Mathew	LSS	F	Sociology	M.A	B.Ed.,		Ph.D
77	C.I Issac	LSG	M	History	M.A	M.Phil		Ph.D
78	George Kurian	LSG	M	History	M.A	M.Phil		
79	Y.Mathew	LSG	M	History	M.A	M.Phil		Ph.D
80	Sajamma P.Mathew	LSG	F	History	M.A		B.Ed.,	
81	Varghese T. Kuruvilla	LSG	M	History	M.A	M.Phil		
82	George Philip	LSS	M	History	M.A	M.Phil		
83	George V. Kallarackal	LSG	M	Economics	M.A	M.Phil.,		
84	Varghese Eapen	LSG	M	Economics	M.A	M.Phil	B.Ed.,	
85	P.M Thomas	LSG	M	Economics	M.A			Ph.D
86	Korulla Isaac	LSG	M	Commerce	M.Com.			
87	A.S Cherian	LSG	M	Commerce	M.Com.	M.Phil.,		
88	George John	LSG	M	Commerce	M.Com.	M.Phil.,		
89	Bobbin T.Tharian	LSG	M	Commerce	M.Com.			
90	Johnson George	LSG	M	Commerce	M.Com.			
91	James Joseph	LSG	M	Commerce	M.Com.	M.Phil.,		
92	Jacob Thomas	LSS	M	Commerce	M.Com.	M.Phil.,		Ph.D
93	Tomy Mathew	LSS	M	Commerce	M.Com.			Ph.D
94	Roy Sam Daniel	LSS	M	Commerce	M.Com.			Ph.D
95	John Philip	LSS	M	Phy.Edu		M.PEd.		

List of Temporary Teachers (Management Appointees)

Sl.No	Name	Subject
1	Sandhya.K	Economics
2	Meera Kurien	Economics
3	Jincy Lukose	Economics
4	Ansamma Joseph	Economics
5	Renjith N.R	Economics
6	Suresh Chellappan	History
7	Nimmy	History
8	Neena	History
9	Shiny Daniel	History
10	Meera	Family and Community Science
11	Little Flower	Family and Community Science
12	Meera Vincent	Family and Community Science
13	Teena Meera Philip	Family and Community Science
14	Ann Mathew	Family and Community Science
15	Parvathy Das	Family and Community Science
16	Deepam Pillai	Family and Community Science
17	Ligimol Chacko	Biotechnology
18	Sabitha Ann Thomas	Biotechnology
19	Suman P.S	Biotechnology
20	Saumya Mthews	Biotechnology
21	Anu Sara Issac	Biotechnology
22	Deepa John	Biotechnology
23	Smitha S.Nair	Biotechnology
24	Reshmi N.	Communicative English
25	Litty Jose	Communicative English
26	Kuruvilla George	Communicative English
27	Vinu Joseph	George Sudarshan Centre
28	Shibu Samuel	George Sudarshan Centre
29	Deepthi Nair	George Sudarshan Centre

List of Temporary Teachers (Government appointees)

Appendix .III

List of Government Appointed Guest Lecturers

Sl.No	Name	Department	Type
1	Saju Mathew	Malayalam	General
2	Melby Jacob	Malayalam	General
3	Nisha Gopinath	Mathematics	General
4	Dhanya Babu	Mathematics	General
5	Vimina Merryline	Mathematics	FIP
6	Manju Das.M	Physics	General
7	Manu Thomas	Physics	General
8	Deepthi C.S	Physics	General
9	Preetha .M	Chemistry	General
10	Anice Mariamma Mathew	Chemistry	General
11	Sibil Jacob	Chemistry	General
12	Biji N.Mathew	Chemistry	General
13	Chitra K.R	Chemistry	FIP
14	Siji K.Mary	Chemistry	FIP
15	Diana C.J	Botany	General
16	Dr. Geethalakshmi.K	Botany	General
17	Latha Sadanandan	Botany	FIP
18	Amrutha Rinu Abraham	Sociology	General
19	Sonia Korah	Commerce	General
20	Jose Varghese	English	FIP
21	Cheri Jacob	English	FIP

Appendix IV

Members in the Boards of Studies in M.G. University

SlNo	Name	Subject	Programme	Position
1	David Abraham	English	UG	Member
2	P.C Andrews	Mathematics	PG	Member
3	Miriam Mani	Home Science	UG	Member
4	Anooja Thomas	Home Science	PG	Member
5	Mohan Cherian	Sociology	PG	Member
6	Y.Mathew	History	PG	Member
7	Merry Eapen	Statistics	PG	Member
8	A.S Cherian	Commerce	PG	Member
9	George V. Kallarackal	Economics	UG	Chairman
10	Varghese T.Kuruvilla	Political Science	UG	Member

Appendix V

Members in the Panel of Subject Experts in M.G. University

SlNo	Name	Subject
1	Korah Jacob	English
2	David Abraham	English
3	P.C Andrews	Mathematics
4	Mathew C.Mathew	Physics
5	Mohan Cherian	Sociology
6	A.S Cherian	Commerce
7	George V. Kallarackal	Economics

List of Courses

Appendix VI

List of Courses

Sl.NO	Course	Lelevl	Type	Institution	Mode of Financing	Method
1	B.Sc.Maths	UG	Affiliated	M.G University	Aided	Theory
2	B.Sc.Physics	UG	Affiliated	M.G University	Aided	Practical
3	B.Sc.Chemistry	UG	Affiliated	M.G University	Aided	Practical
4	B.Sc. Botany	UG	Affiliated	M.G University	Aided	Practical
5	B.Sc.Zoology	UG	Affiliated	M.G University	Aided	Practical
6	B.Sc. Family and Community Science	UG	Affiliated	M.G University	Aided	Practical
7	B.Sc. Biotechnology	UG	Affiliated	M.G University	Self-Financing	Practical
8	B.A English	UG	Affiliated	M.G University	Aided	Theory
9	B.A Communicative English	UG	Affiliated	M.G University	Self-Financing	On-the-job Training
10	B.A Malayalam	UG	Affiliated	M.G University	Aided	On-the-job Training
11	B.A Economics	UG	Affiliated	M.G University	Aided	Theory
12	B.A History	UG	Affiliated	M.G University	Aided	Theory
13	B.Com. Computer Applications	UG	Affiliated	M.G University	Aided	Practical
14	M.Sc. Mathematics	PG	Affiliated	M.G University	Aided	Theory
15	M.Sc. Physics	PG	Affiliated	M.G University	Aided	Practical
16	M.Sc. Applied Physics	PG	Affiliated	M.G University	Aided	Practical
17	M.Sc. Pure Chemistry	PG	Affiliated	M.G University	Aided	Practical
18	M.Sc.Analytical Chemistry	PG	Affiliated	M.G University	Aided	Practical
19	M.Sc.Applied Chemistry	PG	Affiliated	M.G University	Aided	Practical
20	M.Sc. Botany	PG	Affiliated	M.G University	Aided	Practical
21	M.Sc. Biotechnology	PG	Affiliated	M.G University	Self-Financing	Practical
22	M.Sc. Zoology	PG	Affiliated	M.G University	Aided	Practical
23	M.Sc. Food Service Mangement	PG	Affiliated	M.G University	Aided	Practical
24	M.A English Literature	PG	Affiliated	M.G University	Aided	Theory
25	M.A Sociology	PG	Affiliated	M.G University	Aided	Field Work
26	M.A History	PG	Affiliated	M.G University	Self-Financing	Theory
27	M.A Economics	PG	Affiliated	M.G University	Self-Financing	Theory
28	M.Com (Finance)	PG	Affiliated	M.G University	Aided	Project

List of Courses

29	MBA	PG	Off-Campus	M.G University	Self-Financing	Project
30	MCA	PG	Off-Campus	M.G University	Self-Financing	Practical
31	B.Sc-IT	UG	Affiliated	Sikkim Manipal	Self-Financing	Practical
32	M.Sc-IT	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
33	M.Sc. Bioinformatics	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
34	MCA	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
35	MBA-IT	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
36	Hardware Maintenance	Certificate	Private	Keltron	Self-Financing	Practical
37	Linux	Certificate	Private	Keltron	Self-Financing	Practical
38	Multimedia	Certificate	Private	Keltron	Self-Financing	Practical
39	Govt. Employees	Certificate	Private	Keltron	Self-Financing	Practical
40	PG.Diploma in Professional Accounting	Diploma	Private	Own	Self-Financing	On-the-job Training
41	PG. Diploma in Dietetics	Diploma	Affiliated	CMC Velloor	Self-Financing	Practical
42	Fashion Designing	Certificate	Private	Brainnet	Self-Financing	Practical
43	Web Designing	Diploma	Add-on	UGC	UGC Supported	Practical
44	Fashion Technology	Diploma	Add-on	UGC	UGC Supported	Practical
45	Ornamental Fish Culture	Diploma	Add-on	UGC	UGC Supported	Practical
46	Total Computer Literacy	Certificate	Private	Own	Self-Financing	Practical
47	Success Through Communication	Certificate	Private	Own	Self-Financing	Project

List of Courses

Appendix VI

List of Courses

Sl.NO	Course	Lelevl	Type	Institution	Mode of Financing	Method
1	B.Sc.Maths	UG	Affiliated	M.G University	Aided	Theory
2	B.Sc.Physics	UG	Affiliated	M.G University	Aided	Practical
3	B.Sc.Chemistry	UG	Affiliated	M.G University	Aided	Practical
4	B.Sc. Botany	UG	Affiliated	M.G University	Aided	Practical
5	B.Sc.Zoology	UG	Affiliated	M.G University	Aided	Practical
6	B.Sc. Family and Community Science	UG	Affiliated	M.G University	Aided	Practical
7	B.Sc. Biotechnology	UG	Affiliated	M.G University	Self-Financing	Practical
8	B.A English	UG	Affiliated	M.G University	Aided	Theory
9	B.A Communicative English	UG	Affiliated	M.G University	Self-Financing	On-the-job Training
10	B.A Malayalam	UG	Affiliated	M.G University	Aided	On-the-job Training
11	B.A Economics	UG	Affiliated	M.G University	Aided	Theory
12	B.A History	UG	Affiliated	M.G University	Aided	Theory
13	B.Com. Computer Applications	UG	Affiliated	M.G University	Aided	Practical
14	M.Sc. Mathematics	PG	Affiliated	M.G University	Aided	Theory
15	M.Sc. Physics	PG	Affiliated	M.G University	Aided	Practical
16	M.Sc. Applied Physics	PG	Affiliated	M.G University	Aided	Practical
17	M.Sc. Pure Chemistry	PG	Affiliated	M.G University	Aided	Practical
18	M.Sc.Analytical Chemistry	PG	Affiliated	M.G University	Aided	Practical
19	M.Sc.Applied Chemistry	PG	Affiliated	M.G University	Aided	Practical
20	M.Sc. Botany	PG	Affiliated	M.G University	Aided	Practical
21	M.Sc. Biotechnology	PG	Affiliated	M.G University	Self-Financing	Practical
22	M.Sc. Zoology	PG	Affiliated	M.G University	Aided	Practical
23	M.Sc. Food Service Mangement	PG	Affiliated	M.G University	Aided	Practical
24	M.A English Literature	PG	Affiliated	M.G University	Aided	Theory
25	M.A Sociology	PG	Affiliated	M.G University	Aided	Field Work
26	M.A History	PG	Affiliated	M.G University	Self-Financing	Theory
27	M.A Economics	PG	Affiliated	M.G University	Self-Financing	Theory
28	M.Com (Finance)	PG	Affiliated	M.G University	Aided	Project

List of Courses

29	MBA	PG	Off-Campus	M.G University	Self-Financing	Project
30	MCA	PG	Off-Campus	M.G University	Self-Financing	Practical
31	B.Sc-IT	UG	Affiliated	Sikkim Manipal	Self-Financing	Practical
32	M.Sc-IT	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
33	M.Sc. Bioinformatics	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
34	MCA	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
35	MBA-IT	PG	Affiliated	Sikkim Manipal	Self-Financing	Practical
36	Hardware Maintenance	Certificate	Private	Keltron	Self-Financing	Practical
37	Linux	Certificate	Private	Keltron	Self-Financing	Practical
38	Multimedia	Certificate	Private	Keltron	Self-Financing	Practical
39	Govt. Employees	Certificate	Private	Keltron	Self-Financing	Practical
40	PG.Diploma in Professional Accounting	Diploma	Private	Own	Self-Financing	On-the-job Training
41	PG. Diploma in Dietetics	Diploma	Affiliated	CMC Velloor	Self-Financing	Practical
42	Fashion Designing	Certificate	Private	Brainnet	Self-Financing	Practical
43	Web Designing	Diploma	Add-on	UGC	UGC Supported	Practical
44	Fashion Technology	Diploma	Add-on	UGC	UGC Supported	Practical
45	Ornamental Fish Culture	Diploma	Add-on	UGC	UGC Supported	Practical
46	Total Computer Literacy	Certificate	Private	Own	Self-Financing	Practical
47	Success Through Communication	Certificate	Private	Own	Self-Financing	Project

Teachers who have availed of FIP

Appendix. VII

List of Teachers who availed of FIP assistance from the UGC

Sl.No.	Name	Period	Subject	Programme
1	C. Sreekanta Kurup	15/1/2000 to 14/1/2002	Malayalam	PhD
2	Babu Cherian	1/3/2000 to 28/2/2002	Malayalam	PhD
3	Elizabeth Samson	6/4/2000 to 31-5-2001	English	PhD
4	Shobana Kurian	1-6-2000 to 31-3-2002	English	PhD
5	Rebecca Mathew	14-9-2001 to 31-3-2002	English	M.Phil
6	Varghese Eapen	22-11-1999 to 21-11-2000	Economic	M.Phil
7	James Joseph	3-10-2000 to 31-3-2002	Commerce	PhD
8	Jacob Thomas	1-9-2000 to 31-3-2002	Commerce	PhD
9	Rachel Mathew	22-11-1999 to 21-11-2000	Chemistry	PhD
10	Sisy Rachel Chandy	1-10-1999 to 30-09-2000	Physics	Mphil
11	Seethalakshmi Ammal	1-3-2000 to 28-2-2002	Physics	PhD
12	Mary Chandy	1-9-2000 to 31-3-2001	Zoology	PhD
13	Susan Abraham	23-3-2001 to 22-3-2002	Chemistry	PhD
14	K.C Mathew	30-6-2000 to 29-6-2001	Chemistry	Mphil
15	Jacob George	1-8-2001 to 31-3-2002	Chemistry	PhD
16	Varghese C.Joshua	1-6-2000 to 31-3-2002	Mathematics	PhD
17	Susan Varghese	1-10-2004 to 30-9-2006	English	PhD
18	Susan Varghese	16-9-2004 to 15-9-2006	Chemistry	PhD
19	Mini Chacko	10.09.2004 to 9.9.2006	Botany	PhD
20	Abraham K.Samuel	1-11-2004 to 31-10-2006	Mathematics	PhD
21	Tomy James	4-1-2005 to 3-1-2007	Chemistry	PhD
22	Cinny Rachel Mathew	31-3-2005 to 30-3-2007	English	PhD

Fee Structure

Appendix. IX

Fees Structure for the Regular Courses

Sl No	Course	First Year	Second Year	Third Year
	Under Graduate Courses			
1	Mathematics	1782	1047	867
2	Physics	1862	1127	1017
3	Chemistry	1962	1227	1017
4	Zoology	2062	1327	1017
5	Botany	2062	1327	1017
6	Home Science	2062	1327	1017
7	Literature	1682	947	867
8	History	1682	947	867
9	Malayalam	1682	947	867
10	Economics	1682	947	867
11	B.Com	1682	947	867
12	Communicative English	8000	8000	8000
13	Bio-Technology	16000	16000	16000
	Post Graduate courses			
14	Mathematics	2412	1412	
15	Physics	3312	2312	
16	Applied Physics			
17	Pure Chemistry	3312	2312	
18	Analytical Chemistry	3312	2312	
19	Applied Chemistry	3312	2312	
20	Botany	3312	2312	
21	Zoology	3312	2312	
22	Literature	2412	412	
23	Sociology	2412	1412	
24	Commerce	2412	1412	
25	History	10000	10000	
26	Economics	10000	10000	
27	Bio-Technology	60000	60000	

Fee Structure

28	Home Science	30000	30000	
	Diploma/Certificates			
29	Hardware Maintenance	9500		
30	Linux	3000		
31	KCME	43000		
32	Govt. Employees	2000		
33	Fashion Designing	20000		
34	PGDPA	8000		
35	PGDD	10000		
	Off- Campus			
36	M.B.A	15000	20000	
37	M.C.A (M.G University)	20000	20000	
38	B.Sc-IT	24000	24000	24000
39	M.Sc-IT	24000	24000	
40	M.B.A -IT	24000	24000	
41	M.C.A (Sikkim Manipal)	30000	30000	30000
42	M.Sc - Bioinformatics	40000	40000	
	Add on Courses			
43	Web Designing	1000		
44	Fashion Designing	1000		
45	Ornamental fish culture	1000		
	Skill Development Courses			
46	Total Computer Literacy	Free		
47	Success Through Communication	500		

List of Students

Appendix X

Students List (Gender-wise and Demography-wise)

Sl No		Course	M	F	T	SC/ST	BC	KPCR	Gen	Total
	Under graduate Courses									
1	B.Sc	Mathematics	63	47	**110**	12	24	21	53	**110**
2	B.Sc	Physics	78	73	**151**	21	21	35	74	**151**
3	B.Sc	Chemistry	63	73	**136**	24	15	30	67	**136**
4	B.Sc	Zoology	55	71	**126**	18	51	20	37	**126**
5	B.Sc	Botany	34	58	**92**	15	30	15	32	**92**
6	B.Sc	Home Science	0	26	**26**	3	9	3	11	**26**
7	B.A	Literature	50	64	**114**	6	12	10	86	**114**
8	B.A	History	80	40	**120**	21	57	32	10	**120**
9	B.A	Malayalam	32	48	**80**	6	27	21	26	**80**
10	B.A	Economics	88	61	**149**	27	72	32	18	**149**
11	B.Com	Commerce	91	88	**179**	27	30	16	106	**179**
12	B.A	Communicative English	15	55	**70**	6	21	12	31	**70**
13	BSc.	Bio-Technology	29	72	**101**	3	9	10	79	**101**
			678	**776**	**1454**	**189**	**378**	**257**	**630**	**1454**
	Post Graduate Courses									
14	MSc.	Mathematics	5	41	**46**	8	6	16	16	**46**
15	MSc.	Physics	6	18	**24**	4	6	5	9	**24**
16	MSc.	Applied Physics	3	8	**11**	2	3	3	3	**11**
17	MSc.	Pure Chemistry	3	21	**24**	4	6	6	8	**24**
18	MSc.	Analytical Chemistry	8	23	**31**	6	4	6	15	**31**
19	MSc.	Applied Chemistry	9	17	**26**	4	4	6	12	**26**
20	MSc.	Botany	1	20	**21**	4	8	3	6	**21**
21	MSc.	Zoology	4	19	**23**	8	4	3	8	**23**
22	M.A	Literature	12	33	**45**	4	8	8	25	**45**
23	M.A	Sociology	16	33	**49**	8	4	6	31	**49**
24	M.Com	Commerce	7	30	**37**	6	6	4	21	**37**
25	M.A	History	13	28	**41**	1	3	6	31	**41**
26	M.A	Economics	13	26	**39**	2	4	6	27	**39**
27	MSc.	Bio-Technology	3	10	**13**	2	3	4	4	**13**
28	MSc.	Home Science	0	28	**28**	1	3	2	22	**28**
			103	**355**	**458**	**64**	**72**	**84**	**238**	**458**
	Diploma and Certificate Courses									
29	Certificate	Hardware Maintenance	13	0	**13**	2	4	2	5	**13**
30	Certificate	KCME	65	10	**75**	5	8	6	56	**75**
31	Certificate	Sales Tax -IT	5	2	**7**	0	1	0	6	**7**
32	Certificate	Fashion Designing		12	**12**	0	2	1	9	**12**
33	Diploma	PGDPA	11	9	**20**	2	3	3	12	**20**
34	Diploma	PGDD		5	**5**	0	1	1	3	**5**
			94	**38**	**132**	**9**	**19**	**13**	91	**132**
		Total	**875**	**1169**	**2044**	**262**	**469**	**354**	**959**	**2044**

*KPCR means students availing fee concession under Kumara Pilla Commission Report. It is a proxy for economically disadvantaged students

Appendix XI

List of IQAC MEMBERS

No	Name	Status
1	Mr.Korula Issac	Principal
2	Dr. Joseph P.Varghese	External Member
3	Mr.P.C John	Vice Principal
4	Mr. Jacob George	IQAC Convener
5	Mr.T.M Yesudasan	H.O.D English
6	Mr.George V. Kallarackal	H.O.D Economics
7	Dr.Rachel Mathew	Sel. Gr.Lecturer in Chemistry
8	Mr.John Chandy	Sel.Gr.Lecturer in Chemistry
9	Mr.David Abraham	Sel.Gr.Lecturer in English
10	Dr.E.Vijayakumari	H.O.D Sociology
11	Dr.Tomy Mathew	Sel.Gr.Lecturer in Commerce

Expenses for the year 2004-2005

Appendix. XII

Accounts of Expenditure

	Salary					
Items / Heads	**UGC**	**Govt**	**Mgt**	**PTA**	**Total**	**%**
Salary		25105387	272845	99600	25477832	
Cleaning Premises			105475		105475	
		25105387	**378320**	**99600**	**25583307**	**74.24**
	Books and Journals					
Items / Heads	UGC	Govt	Mgt	PTA	Total	
Library	215773	67923	24200	36677	344573	
Calendar		15750			15750	
	215773	**83673**	**24200**	**36677**	**360323**	**1.05**
	Building Development					
Items / Heads	UGC	Govt	Mgt	PTA	Total	
Biulding(Great Hall)			79027		79027	
Building - Seminar Hall					0	
Botany Block			69591		69591	
Research Centre			513104		513104	
Library Addl. Work			12432		12432	
			674154		**674154**	**1.96**
	Administration and Maintenance					
Items / Heads	UGC	Govt	Mgt	PTA	Total	
Admission expenses		34453			34453	
Travelling Expenses			65568		65568	
Academic Retreat			5540		5540	
Registration exps		98610			98610	
Magazine		40000			40000	
Student Group Insurance		2432			2432	
Printing &Stationery		30240	94850		125090	
SAF		4560			4560	
Athletics fees		36970			36970	
University Union		36400			36400	
Students welfare		12170		24900	37070	
Womens Welfare		4145			4145	
Affiliation		77250			77250	
Matriculation		39700			39700	
Stipends		1342035			1342035	
Appication form printing			27890		27890	
Electricity Charges			150430	100597	251027	
Telephone charges			32999		32999	
Postage			4813		4813	
Hostel Exps:			267758		267758	
Askwith Hostel Exps			11467		11467	
Commerce Block Expenses			15000		15000	

Expenses for the year 2004-2005

PG Hoste Excpenses			3275		3275	
computer Exps			131121		131121	
Repairs and Maintenance			857814	226719	1084533	
Miscellaneous Exps (1)			265414	1641	267055	
Scholarship		111065	11000	21890	143955	
Arts and sports development		39229		25000	64229	
PTA Expenses				4469	4469	
Examination				34700	34700	
Plumbing, Electrical Etc				3715	3715	
Toilets				11350	11350	
Medical Aid				4000	4000	
External Programmes			223109		223109	
		1909259	**2168048**	**458981**	**4536288**	**13.16**
	Academic Activities of Departments					
Items / Heads	UGC	Govt	Mgt	PTA	Total	
Department Expenses				290299	290299	
Department Exps: Phy Edu		24365	2450		26815	
Laboratory	508563		32054		540617	
Self Financing Courses Exps (2)			2177860		2177860	
	508563	**24365**	**2212364**	**290299**	**3035591**	**8.81**
	Equipments and Teaching aids					
Items / Heads	UGC	Govt	Mgt	PTA	Total	
Audio-Visual expenses		20000			20000	
Seminars, Lectures	0		10981		10981	
Baily Lecture	0		54520		54520	
EPBX	0		186093		186093	
	0	**20000**	**251594**		**271594**	**0.79**
Grand Total	**724336**	**27142684**	**5708680**	**885557**	**34461257**	**100**

Appendix XIV

List of Teachers holding Minor and Major Projects

SINo	Name	Dept	Agency	Amount	Duration
1	Dr.Jayakumari Issac	Physics	UGC	5,48,560	3 years
2	Dr.C.I. Issac	History	UGC	50,000	2 Years
3	Dr. M Sreelatha	Physics	DST	10,00,000	3 Years
4	Dr.Merry Eapen	Mathematics	UGC	25,000	1 Year
5	Dr.P.J Chacko	Hindi	UGC	25,000	1 Year
6	Dr.Tomy Mathew	Commerce	UGC	80,000	2 Years
7	Dr.K.V George	Botany	UGC	70,000	2 Years
8	Dr.Sarah Chandy	Chemistry	UGC	40,000	2 Years
9	Mr.A.S Varghese	Physics	UGC	85,000	2 Years
10	Dr.P.M Thomas	Economics	UGC	20,000	2 Years
11	Dr.Anooja Thomas	Home Science	UGC	100,000	2 Years
12	Dr.Alice Thomas	Zoology	UGC	12,000	2 Years
13	MrJacob George	Chemistry	UGC	25,000	2 Years
14	Mr.Shaju Mathew George	Chemistry	UGC	35,000	2 Years
15	Dr.Rachel Mathew	Chemistry	UGC	25,000	2 Years
16	Dr.Varghese C. Joshua	Mathematics	UGC	60,000	2 Years
17	Mr.Sreekantakurup	Malayalam	UGC	50,000	2 Years
18	Ms.Mini Chacko	Botany	UGC	70,000	2 Years
19	Mr.M.M Korah	Chemistry	UGC	30,000	2 Years
20	Mrs.Susan Varghese	Chemistry	UGC	25,000	2 Years
21	Mr.George V. Kallarackal	Economics	MFPI, GOI	1,00,000	1 Year
22	Dr.Anooja Thomas	Home Science	MSWF, GOI	70,000	1 Year

Appendix XV

Programmes under the College with Potential for Excellence Scheme of the University Grants Commission

Sl No	Programme	Recurring	Non-Rec	Total
1	**Library Improvement**	**7,00,000**	**3,50,000**	**10,50,000**
	a. Research Library	700,000	1,50,000	8,50,000
	b. Digital Library	0	2,00,000	2,50,000
2	**Improvement of Research Facilities**	**5,50,000**	**19,10,000**	**24,60,000**
	a. Common Instrumentation Facility	1,00,000	15,00,000	16,00,000
	b. Strengthening Existing Research Facilities	2,00,000	4,10,000	6,10,000
	c. New Research Centre	1,50,000	0	1,50,000
	d. Herbal Garden	1,00,000	0	1,00,000
3	**IT in Academics and Administration**	**2,75,000**	**2,40,000**	**5,15,000**
	a. Internet Connectivity	225,000	40,000	2,65,000
	b. Networking of Departments	50,000	200,000	2,50,000
4	**Student Support**	**75,000**	**1,50,000**	**2,25,000**
	a. Career Guidance	50,000	75,000	1,25,000
	b. Counselling	25,000	75,000	1,00,000
5	**Improvement of Teaching Methods**	**5,00,000**	**7,50,000**	**12,50,000**
	a. Educational Technology Facility	1,00,000	3,00,000	4,00,000
	b. Language lab	2,00,000	4,50,000	6,50,000
	C Curriculum Development	1,00,000	0	1,00,000
	d. Improvement of Internal Evaluation	1,00,000	0	1,00,000
6	**Human Resource Development**	**3,00,000**	**2,00,000**	**5,00,000**
	a. Cent percent Computer Literacy to students	1,00,000	2, 00,000	3,00,000
	b. Programmes for Teaching Staff	1,50,000	0	1,50,000
	c. Programmes for Non-Teaching Staff	50,000	0	1,50,000
	Grand Total	**24,00,000**	**36,00,000**	**60,00,000**

Appendix XVI

List of Indian Journals

Sl No	**Journal Name**
1	Indian Science Abstract
2	Reserve Bank of India Bulletin
3	Kurukshetra
4	Yojana
5	The Teenager
6	New Frontiers In Education
7	Management Researcher
8	University News
9	Journal of Scientific And Industrial Research
10	Indian Journal of Chemistry Section A
11	Indian Journal of Chemistry Section B
12	Indian Journal of Experimental Biology
13	Indian Journal of Chemical Technology
14	Indian Journal of Pure And Applied Physics.
15	C.S.I.R News
16	Science Reporter
17	Pramana
18	Journal of Astrophysics And Astronomy
19	Proceedings(Mathematical Sciences)
20	Proceedings (Earth And Planetary Sciences).
21	Proceedings(Chemical Sciences)
22	Bulletin of Materials Sciences
23	Sadhana (Engineering Science)
24	Journal of Biosciences
25	Journal of Genetics And Plant Breeding
26	Resonance(Journal Of Science Education)
27	Current Science
28	Monthly Commentary on Indian Economic Conditions.
29	Social Welfare
30	The Indian Journal of Nutrition And Dietetics.
31	Research Highlights
32	Indian Textile Journal
33	Physics Education
34	Journal of The Indian Chemical Society
35	Documentation on Women, Children And Human Rights.
36	Social Action
37	Economic And Political Weekly
38	Herald of Health
39	Kerala Sociologist

40	South Asian Journal of Sociopolitical Studies
41	Journal of The Indian Medical Association
42	I.S.S News Letter (Indian Sociological Society)
43	ICC W Journal
44	Kerala Calling
45	Update
46	Baselius Researcher
47	Journal of Business Studies
48	Journal of Janapatham
49	Indian Journal Of Pure & Applied Mathematics
50	Bulletin of Kerala Mathamatics Association
51	Capital Market
52	Dalal Street Journal
53	Indian Management
54	Journal of The Indian Medical Association

Sl No	**List of Foreign Journals**
1	Australian Mathematical Society Gazette
2	International Journal of Management And Systems
3	Journal of Applied Mathematics And Computing
4	South East Asian Journal of Maths And Mathematical Sciences
5	Journal of Ramanujan Mathematical Society
6	Bulletin of The Calcutta Mathematical Society
7	Human Rights Global Focus
8	Business World
9	Harvard Business Review
10	Journal of Accounting And Finance
11	Journal of The American Dietetics Association
12	Nutrition Abstracts And Reviews
13	History Today
14	Journal of The History Of Ideas
15	Indian Journal Of Plant Physiology
16	Scientific American
17	Chemistry International
18	Physics Today
19	American Entomologist
20	Oriental Insects

1. Career Guidance Centre

The CMS College has been providing Career Guidance to the students since very long. However it was in June 2005, the College Career Guidance Centre was formally established. The Centre is having a furnished office cum training hall with computer and Internet facilities and more than hundred career related books for reference.

All brochures and notices regarding admission to various centres of higher learning and job opportunities are displayed on the notice boards provided at the Centre. Apart from these, notices are also sent to different classes so that all the students are well informed of the programmes and possibilities. Students from neighbouring colleges also approach the Centre and seek guidance and support for placement and higher studies.

In the current academic year, the Centre has organized various programmes for developing the skills, awareness and opportunities of our students.

As part of the campus placement programme of the Centre, a large number of campus recruitment programmes are also arranged. During the current year about 100 students were recruited by various reputed organisations like MRF, Progeon, Bajaj Allianz, Google, Genpact, Kotak Mahindra, Big Leap etc.

Mr.Geoprge Jacob of the Chemistry Department serves as the Coordinator of the Centre.

2. Centre for Classical Music and Performing Arts

The Centre for Classical Music and Performing Arts stands for the study, research and critical analysis of the various art forms of Kerala. The centre functions with the support of associations like Kottayam Kathakali Club and Nadopasana Club. Lecture Demonstration of the various poems and Kathakali lessons included in the Degree and P.G Syllabus of Malayalam Literature is an important objective of the Centre. The Centre promotes performance of the brilliant artists of the College. Talented students from nearby schools are also encouraged to exhibit their talents and the Centre proves to be useful in their growth and development also.

Mr. E.N Keralavarma of Malayalam Department and Dr. Rema Devi of Hindi Department are in-charge of the Centre

3. Centre for Condensed Matter Studies

Centre for Condensed Matter Studies functions as a research centre under the Department of Physics. Nine research scholars are pursuing their PhD programme in this centre under the guidance of Dr.Jayakumari Isac. Twenty M.Phil and M.Sc students of other universities also use the facilities of the Centre.

4. The CMS College Chapel

The significance of spiritual values in educational programmes was properly recognized by the founding fathers of the college. And as such a place was set apart in the center of the campus for worship and meditation, during the early days of the College itself. Designed and constructed on the model of the St.John's College Chapel of Cambridge in 1838, the College Chapel is a monument of Gothic architecture in Kerala.

Regular and special programmes are conducted in the Chapel for the Staff and Students. Group meditation programmes are organized regularly at 9.30 a.m. on every alternate working day.

Apart from the regular meditation programmes conducted under the auspices of the College Chapel, students themselves organize spiritual enrichment programmes, usually during the lunch break on all days in a week. Special farewell services are organized separately for outgoing Degree and Post-graduate Students. Christmas Carol Services are conducted during the second week of December.

Dr.Roy Sam Daniel of the Commerce Department serves as chaplain.

5. Counselling Centre

The Santhawana Counselling Centre was inaugurated on 1st October 2003 by Carlos Helen, a Counsellor from Louisiana, U.S. This Counselling Centre is the first of its kind in Kerala. It helps students who have a variety of problems; physical, emotional, psychological, sexual etc. It functions with a faculty of teachers who have undergone professional training. The Centre avails of the services of professional counsellors, clinical psychologists, psychiatrists etc., for the benefit of the students.

This Centre conducts several courses like Pre-marital counselling which is a series of interactive lectures and seminars where students freely voice their doubts and apprehension. The centre also conducts seminars on Revitalizing Education, psychological services, Workshops on building self esteem and social skills etc. Different types of therapies are used as and according to the needs of the counselee.

Networking with other counselling centres is very important and so we have regular interaction with TMA Counselling Centre, Amalagiri; Vishranthi Centre, Mandiram Hospital, Manganam; S.B College Counselling Centre, Changanacherry; and Prevention of Depression & Suicide, Malayalapuzha. Dr. Elizabeth Samson of the Department of English is the Coordinator of the Centre.

6. George Sudarshan Centre for Computer Science

The George Sudarshan Centre for Physics and Computer Science was founded in the C.M.S. College Campus in 1986 in honour of the world renowned Theoretical Physicist Prof. E.C.G. Sudarshan, a distinguished alumnus of the College. Ever since its inception the centre is actively involved in research in Physics and Computer training.

In the beginning the centre offered Diploma and PG Diploma courses. After that the centre offered free Diploma and PG Diploma courses to physically handicapped students under the project Asha Kiran. Later undergraduate and post-graduate courses of Manipal University were started. The centre now offers courses on hardware & networking and multimedia & animation in tie up with KELTRON (Kerala State Electronics Development Corporation). The Centre is also acting as the Central Computing Facility of the College. GSCSOFT functioning at the centre offers a platform for software development.

The computer laboratories are equipped with latest configuration computers with 24 hours internet access. We have fully networked computer laboratories, of about 65 computers.

The library is well equipped with a vast collection of text books, reference books and journals.The Physics Gurukulam and the Bio-Physics Research Labs are functioning in the Centre. Mr.Mathew.C Mathew of the Physics Department serves as the Director of the Centre.

7. IGNOU Study Centre

The Study Centre of the Indira Gandhi National Open University was started in the year 1990 in the college campus. It offers contact programmes for M.A Sociology, M.A English Literature, BSW and other Bachelors programmes of the IGNOU. It also provides centre for all the examinations of the IGNOU.

Dr.Y Mathew of the History Department is the Director of the Centre.

8. M.G. University Study Centre

A Study Centre of the Mahatma Gandhi University is working in the campus. It ha s a collection of over 10,000 books of reference for the students and faculty of college in and around Kottayam. The college gets the on-line journal facility of the M.G University through this centre.

9. M.G. University Off-Campus Centre

The centre was established in 2001 to make available the programmes of The School of Distance Education, M.G. University to a larger body of learners through the distance mode without compromising on quality or standards. The centre now offers two courses, namely, MBA (2 Years) and MCA (3 Years).

The Centre conducts contact classes on Saturdays and Sundays. It has a separate library and computer lab with Internet facilities. It also has all the audio-visual equipments like LCD projector and OHPs.

The centre promotes excellent interaction between the learners themselves and the Faculty. Professional management, excellent and committed faculty and the state-of-art infrastructure provided, makes the Centre the best Off Campus Centre of the University from its inception. Mr.John Chandy of the Chemistry Department serves as the Joint coordinator of the Centre.

10. CMS College Staff Cooperative Society

The CMS College Staff Cooperative Society was started in the year 1970. All the permanent teaching and non-teaching staff of the college are members of the Society. Currently the Society has 151 members of whom 42 are women.

It provides various types of loans, such as long-term loan, short-term loan, emergency loan, hire purchase loan and deposit loans to the members to meet their financial requirements. For the purpose of promoting savings, it accepts different types of deposit from the members (The Society has given loan amounting to Rs.1,00,66,344/and accepted Rs.1,74,96,608/-as deposit as on 31/03/2005). It also undertakes other activities in support of the goals and objectives of the college. These activities include student welfare activities, merit award for outstanding students, Excellence Award for teachers, Recreation Grant for teaching and non-teaching staff, Educational assistance and scholarships for the children of the staff of the college, etc.

The Society is managed by an Executive Committee consisting of eight members elected from among the teaching and non-teaching staff of the college.

Dr.Tomy Mathew of the Commerce Department serves as the secretary of the Society.

11. CMS College Students Co-operative Society

The C.M.S College Co-operative Society was constituted for the welfare of the Students of the College. The society supplies provisions, sports goods, stationery and other consumer goods to students, hostels, canteens, sports club of the College and carries on trade for the benefit of the members. In addition, it has got various student-support schemes. It acts as a link between university and students by arranging the sale of university application forms and other manuals issued by the university. The society provides photocopying facilities, services like spiral binding, lamination, record binding, etc. it also runs a coin-operated telephone terminal.

Dr. Jacob Thomas of Commerce Department acts as the Secretary

12. Women's Studies Centre

The Women's Studies Centre is instituted in order to attune the women to the progressive changes in all realms – educational, social, cultural, political, religious and literary. It provides opportunities for women to articulate on various gender-related issues and come out with suggestions for improvement. The programmes undertaken by the WSC are intent upon promoting a gender-just society where womanhood is celebrated and which enables women to redefine tradition and culture so that they can enjoy equal status with men.

The Centre was initiated in October by Dr. P. Geetha, IIILM, New Delhi, who delivered a sensitizing speech on the scope and objectives of Women's Studies. In November, two members of the faculty attended a three – day seminar on 'Gender-just education' organized by the Women's Studies Centre of Lady Doak College, Maduari. The visit made by two teachers and a student in solidarity with the NBA to the villages in Gujarat, Madhya Pradesh and Maharashtra affected by the Sardar Sarovar Project was a fine gesture of concern and empathy for the displaced people of Narmada Valley.

As a group of empowered women, the members deem it obligatory to empower the less fortunate women in and around the College. Therefore, a class on paper-bag making was arranged which was attended by about forty-five women. The WSC hopes to turn it out into an income-generating unit for the low-wage earners of the College and its neighbourhood. This can lead to the realization of a "plastic-free campus". Gender-auditing is in progress which is sure to throw light on the status enjoyed by women.

Topic-wise documentation is taken up by the members which lends easy access to source material for project works and dissertations. Learner-centred programmes are arranged for the students which reinforce the need to resist exploitation and victimization of women. In short, the WSC serves as a motivating force for self-actualization of women.

Mrs.Sobhana Kurien of the Department of English is in charge of the Centre.

1. Brains Trust CMS College

The Brains Trust was constituted with the objective of identifying and training the outstanding students to attain excellence. Thirty such students meet every Tuesday and Thursday in the College Seminar hall. Better communicative skills and enhanced leadership qualities are the prime motives of the Trust. This is achieved through the seminars, debates, public speeches, brain skill exercises and group discussions conducted during the meetings. The expertise of teachers from various departments is also being used by Brains Trust.

In association with Cadbury India Ltd., an annual all-Kerala English Elocution Competition for Cadbury Brains Trust ever rolling trophy is also conducted by the trust where prizes are sponsored by Cadbury.

Mr. Jacob George and Dr. Rachel Mathew act as the director and the joint director respectively.

2. Campus Lens

Campus Lens is the photographic club in the college. It focuses on training of interested students in skills of still photography, videography and computer aided photo editing. Interaction with professionals and workshops on different topic are held. Three short films were produced at the initiative of the Campus Lens, namely, *Oblomov, Manroopangal,* and *LBW*.

Mr.E.N Kerala Verma of the Malayalam Department serves as the Coordinator.

3. Debate and Literary Club

The Debate and Literary Club promotes skills in public speaking, debate, creative writing, etc. The club arranges debates and talks on issues of current interest, every month. It gives an opportunity for the students to present their literary creations also. Teachers also join students in discussing topics of social significance. The club prepares the Elocution Debating teams for Inter-collegiate competitions and they bring laurels to the College. The 'Kaviyarangu' organized by the club where poets from different parts come together and present their literary creations is a colourful event of the association. The Center also arranges Media Seminar where experts in the field participate.

Mr. Saju Mathew of Malayalam Department functions as the Co-ordinator

4. The Entrepreneurship Development Club

The Entrepreneurship Development Club was started in 2002-2003. The objective of ED club is to create a spirit of entrepreneurship in degree students. The club conducts a variety of programmes like:-

1. Interacting with successful entrepreneurs
2. Visiting industrial centres
3. Providing practical training - Food Festival, Card Sale etc

Dr. Jacob Thomas, Department of Commerce is the present staff coordinator

5. Fine Arts Club

In order to encourage students with talent in painting, sculpturing, modelling, poster designing, cartooning and photography, the Fine Arts Club arranges different programmes. It arranges painting exhibitions and workshops on modelling for the students. The creative interests of the local artists are also promoted. The paintings of the local Cobbler Sauhrudagoman, 'Heritage' and 'Twelve to Thirty' captured special attention.

On January 12th, the National Youth Day, Fine Arts Club arranges a mass painting on an elaborate canvas where hundreds of students can express their creative talents.

Mr. Saju Mathew of Malayalam Department is the Co-ordinator of the Club.

6. FOCCUS

FOCCUS Stands for Fraternity of CMS College Staff. It fosters good relationship and better understanding among the teaching community.

The FOCCUS functions with an executive committee consisting of a representative from each department. The President of the FOCCUS and other office-bearers are elected in the annual general body meeting. It has Principal as its patron and the term of office is one academic year.

It organises programmes like get-togethers, picnics, cultural programmes etc., The farewell programme in honour of the retiring teachers is held under the auspices of the FOCCUS.

Mr. John Philip of the Physical Education Department and Mr.Abraham C. Mathew of the Botany Department serve as the president and the secretary respectively

7. Jyothis

Fostering an active involvement and participation of girl students at all levels and thereby ensuring a vibrant and colourful campus is the key of all activities of Jyothis. It is in the vanguard against all kinds of injustice and violence against women.

Jyothis has been meeting every Thursday afternoons and conducting short programmes. Jyothis is conducting training programmes for students in metal carving, puppetry, flower arrangement, painting, embroidery etc. There is a certificate course named 'Better Home Living". The motto is "earn while you learn".

Seminars and group discussions on health consciousness, AIDS awareness and programmes for Communication skills developments are also on the anvil. Classes on tips in cooking, beauty tips and hairstyles, landscaping and gardening are also planned.

A committee consisting of one staff representative from each Department, a Secretary, Joint Secretary and Treasurer are selected from among the students.

8. Nature Club

The Nature Club of the College fosters in students a deep abiding love for nature and an awareness of man's constant dependence upon the bounty of the nature. It

undertakes programmes like trips into the rain forests of Kerala, Vermi-culture, Plastic-Free Campus and Campus Greening.

Thirty- five students from various classes joined the club.

The programmes of the club for the year 2005 –2006 include

1. Identifying the common and rare plants of the campus.
2. Taking photographs of the plants and conducting an exhibition to show the floral composition of the campus.
3. Educating students on the importance of vegetable gardening and medicinal plants.
4. Practising vermin-composting, pollution abatement, etc.
5. Organizing quiz programmes, slide shows and study tours to stress the importance of conservation of natural resources.

Dr. Mary Chandy of the Zoology Department is the coordinator of the club

9.Non-Teaching Staff Welfare Association

The Non-Teaching Staff Welfare Asociation was established in 1986. The activities of the welfare association are oriented towards to the welfare of the members and their families. The association's specific objectives are

1. To provide assistance to members and/ or their dependence who are sick
2. To extend necessary support/ assistance to members during social/ customary occasions such as wedding, funeral, house warming etc and to ensure full participation of all members of such occasions.
3. To organize send off meetings to retiring members and to proffer mementos to them.
4. To raise and provide a family relief fund to the dependence of those members who die in harness
5. To give merit awards to members children who secure distinction in public/ University examinations.
6. To conduct a tour every year involving all families of members in order to encourage friendship and co operation

The association enjoys full support and co operation of the college authorities

Mr.Jacob John and Mr.P.D John serve as the President and the Secretary respectively.

10. Parents and Teachers Association

In the absence of adequate support from the state government, the college relies heavily on the PTA. The PTA provides fund for purchasing chemicals, equipment and specimens, library books, and sports goods. PTA also assists various departments in conducting seminars, workshops, and inter-collegiate competitions and tournaments. It also supports arts / literature/ film workshops and provides travel expenditure for participants in inter-collegiate competitions. The terminal examinations are conducted with the financial support of the PTA. It also recognises student toppers at college and university levels through special awards. A special student welfare project OASIS offers

financial assistance to economically backward students. Under this project the expenses of food, hostel, medicine, study materials etc., are met out of the fund generated by OASIS.

Dr.Babu Cherian of the Malayalam Department and Mr.Shaju Mathew George of the Chemistry Department serve as the President and the Secretary of the PTA.

11. **Quiz Club**

The Quiz club functions with a view to equip the students with adequate exposure to current affairs and general knowledge. It aims at motivating the students to participate in competitive examinations at various levels.

Dr.Varghese C. Joshua of the Mathematics Department is the Coordinator of the Quiz Club

12.Sargasala

'*Sargasala'* is the Centre of the College which promotes classical forms of art and music in the College campus. The Centre arranges lecture-demonstrations in art forms like Kathakali and Classical Music by celebrated artists in the field. The Kerala State Formation Day is celebrated as 'Keralappiravi' by the entire College community and Saragasala gives leadership to the celebrations on that day. The Sargasala also conducts music classes for students every Thursday. The Centre is dedicated to perform top level performances in various art and music.

.Mr. E.N Keralavarma of Malayalam Deparatment and Dr. Rema Devi of Hindi Department are in charge.

13. Tourism Club

Tourism Clubs were started in selected Colleges and Higher Secondary Schools in Kerala to create proper awareness about tourism among the youth. The main objectives of the Tourism Club are to generate more public attention towards tourism, nullify and dilute the existing misconceptions about tourism, encourage travel mentality, make the younger generation participate in the developmental activities of tourism and create a rational approach towards environment and nature. The clubs work under the District Tourism Promotion Council.

The Tourism Club of C.M.S College was started in December 2002. The Club consists of 50 students from Degree and Post-graduate classes. The Club is led by a boy student co-ordinator and a girl student co-ordinator supervised by the Teacher co-ordinator. The Club conducts Tourism Seminars every year. Tourism Quiz is conducted in the College and is open to all students.

'Meet the Guest' is the most attractive programme of the Tourism Club. Foreigners are brought to the College and the students are given an opportunity to interact with them. Doctors, Engineers, Scientists, Teachers and Students from foreign countries have visited the C.M.S College in the last 3 years and have interacted with the Tourism Club members.

Dr. Y. Mathew of the History Department is the Coordinator

14. Ushus

USHUS is the association of the women teachers of the college. The objective of this association is to provide a common forum for lady teachers to share their experiences. A committee consisting of representatives from each department chalks-out the programme of the Ushus, with an elected President and two Secretaries.

The members of 'Ushus' meet at least once every month. For lady teachers, Ushus conducts discussion and study program on women's issues and topics of current interests, conducts lectures and demonstration classes and takes initiative in celebrating regional and national festivals. The association makes visible presence in all the activities of the college and provides an opportunity for retired lady teachers to maintain a link with the present generation. It also conducts exhibitions of embroidery, paintings, and other creative expressions of women teachers.

For girl students, it provides counselling facilities and offers a first-aid centre. Besides, it provides help to needy girl-students and also conducts de-addiction programmes for students.

Ushus conducts surveys of the various problems of the society and conducts awareness programmes based on the needs of the community.

Mrs.Mary George of the Physics Department serves as the President and Dr.Asha Mathew of the Sociology Department and Dr.Miriam Mani of the Home Science Department serve as the Secretaries.

15. Vidyasouhradam- the alumni association

The strength of any educational institution is its alumni; invisible but a potential strength which can contribute greatly to the growth and well being of the institution. Being the oldest college in this part of the nation, its alumni are widely distributed. They belong to different generations and occupy positions of importance in almost all parts of the world. The college has created luminaries in various fields including the former president of India, H.E Dr. K.R. Narayanan who was the patron of Vidyasouharadam till his demise. Vidyasouhradam Evening is celebrated on January 26th every year when the alumni all over the world assemble in CMS College campus, share their experiences and reminiscences, rededicate themselves to the College and return with the glorious feeling of oneness.

The alumni have chapters in Dubai, Abu Dhabi, Kuwait, Doha, New York, Detroit and Chicago. The chapters also meet in different parts of the world, strengthening the main body. The alumni contribute financial support to CMS college. Improvements of chemistry department lab were made by contributions from the various US Chapters. The 'Great Hall', was renovated beautifully without altering its original features by the Abu Dhabi and Dubai Doha Chapters.

1. National Cadet Corps

The College has a very dynamic unit of the National Cadets Corps with 160 cadets. A Girls' Wing was started in 2004 with cadet strength of 30. Various activities are organised with the objective of fostering the values of patriotism, community life and national development in the students. The Kerala Day Celebrations, Sports Competitions, Arts Festival etc., are conducted under the supervision and co-ordination of the NCC. The unit has bagged many prizes for its performance in the Republic Day Parades.

Mr.E.N Kerala Varma is the Associate NCC Officer of the college.

2. National Service Scheme

One of the very active students' organizations that works on the campus is the National Service Scheme. It has three hundred volunteers registered under three units with three teachers to lead them. The programmes of the NSS aim at imparting leadership qualities and orienting the students in undertaking different social responsibilities.

A Blood Donors Forum with two hundred volunteers functions under the NSS units. They are regular donors to poor and needy patients who arrive at the Kottayam Medical College. All the important days like Independence Day, Republic Day, Gandhi Jayanthi, World Youth Day, World AIDS Day, etc, are celebrated by the NSS.

A unit has adopted a nearby colony in Kottayam after having conducted a socio-economic survey. In this colony they are implementing a computer literacy drive for the unemployed youth and poor students.

The culmination of the annual NSS activities is with the Ten Days Camp, organized in a remote village. Around seventy-five students stay with the teachers for these ten days in this village and engage in different programmes like village roads construction, house visits, awareness classes, socio-economic surveys, cultural activities, etc. Plastic hazard, drug addiction and alcoholism, consumerism, women's rights, healthy life style, and nature conservation are some of the topics discussed in the meetings during the last two years.

Mr.David Abraham, Dr.Jacob Thomas and Mr.Saju Mathew are the Programme Officers.

3. Physics Gurukulam

Physics Gurukulam initiated by Dr Rajan K. John started functioning in 2001 at Dr. George Sudarsan Centre of CMS . The main objective is to train Physics students for National level competitive examinations like GATE, UGC-CSIR etc.

A total of 17 GATE, 6 UGC-NET and 1 UGC-JRF success have been gained in the last four years. In 2005 seven candidates qualified GATE successes with Mr. Prasanth Narayanan scoring more than 99 percent. His rank at the all India level was 21.

At present 10 students are preparing round the clock for GATE-2006. The college provides them with every facility required for their preparation. Boys are given free accommodation in the campus. The group has attained an ambitious target of 16 hours –a-day training

Students acknowledge that apart from the free accommodation and the excellent library and free internet facilities, it is the air of freedom in the sprawling beautiful CMS College campus that arouses the creativity in them to make possible the impossible.

4. Success Through Communication

This is an HRD Programme designed and conducted by the Department of English, C.M.S College, Kottayam. A 100 hour HRD Programme was started in October 2005 for the Graduate and Post-graduate students of this College. The course is conducted on Saturday from 9.30 a.m to 4.30 p.m. A total number of 40 students are participated in this programme.

This course basically aims at developing the communication skills in English and also includes some personality development classes. The main topics covered are Linguistics, Grammar, Vocabulary, and Conversational skills, Public Speaking, Presentation, Group Discussion and Interview Skills. Personality Development classes are also included in the content.

Mr.Kora Jacob of the English Department in charge of this programme

5. Total Computer Literacy to Students

Cent Percent Computer Literacy Programme, the first of its kind in the College, was launched on July 13, 2005. The course was conducted under the supervision of committee for Cent Percent Computer Literacy from 9.00 to 10.00 a.m. and 4.00 to 5.00 p.m., on all working days, by the Student Instructors selected through the examination. The 15 hrs course is designed with 3 hours of theory and 12 hour of practical. Students are expected to do all the activities of MS-Word, Excel, Power Point, Internet and E-mail given in the Workbook, prepared by the College for the programme. The student community has accepted this great mission and the first phase has been completed.

Dr. Thomas Varghese of the Department of Zoology is the coordinator of the programme

Plan of Action

The College will be celebrating its bicentenary in 2017. The 10 year period from 2007 to 2017 will be considered as the **Dream Decade**.

Two major aims are achieving the status of **Autonomous College** and obtaining the **ISO – 9000** Quality Certification.

During this period the following programmes / projects will be undertaken.

1. Curricular Aspects

With the ongoing objectives of enabling the students to face the challenges of the changing environment, it is proposed to start the following courses.

i) P.G Course in Media Studies
ii) P.G Course in Information Technology
iii) P.G course in Management
iv) P.G Course in Food Science
v) Research Programme in Bio-Technology

With a thrust on career possibilities, 100 short duration Certificate Courses may be started for the regular students.

2. Teaching and Learning

a. New methods of teaching:-Participatory learning, Peer teaching, Computer based learning (preparing / arranging interactive material in electronic form)

b. New evaluation Methods:-Open text book examination, On-line test papers, Question banks

c. Centres of Learning:-Two Centres of Learning are to be started, namely.

i) **K.R Narayanan Centre for Human Empowerment:-** To conduct programmes aimed at all-round development of the individual and the society.

ii) **CMS Centre for Culture and Communication:-** To conduct programmes aimed at preserving and maintaining the culture and tradition of Kerala. Special emphasis may be given for native literature, traditional knowledge, art forms etc

3. Research, Consultancy and Extension

a. **Centres of Excellence:-** Each Department should be developed into Centres of Excellence. For this purpose each department should identify one area in which can excel. All the research and project activities in the department can be done in the selected area.

b. **Tie-Ups and Collaborations:-** Student exchange programmes, Faculty exchange programmes, Twinning Programmes

c. **Extension Programmes:-** Bio-Village concept, Consultancy in Mushroom cultivation etc

4. Infrastructure Development

a. Construction of the Physical Science Block adjacent to the Chemistry-Physics Block for augmenting the facilities for Chemistry and Physics Departments.

b. Construction of the Business Studies Block in front of the Botany Block to house the Commerce Department and the proposed Management Department.

c. Construction of the Humanities Block behind the Main Block for shifting the History, Economics and Sociology Departments to it so that the Main Block can exclusively be the Administrative Block.

d. To complete the first floor of the GSCC Annexe Building to provide additional facility for the proposed MCA Course.

e. To complete the second floor of the Research Block to relocate the Physics and Chemistry Research Centres.
f. To construct a new Building behind the P.G Hostel for starting the K.R Narayanan Centre for Human Empowerment
g. To construct an indoor stadium behind the Administrative Block.
h. Renovate the Century Old College House.
i. To convert at least one room each in every department to be Technology Enabled Class Room

5. Students Support and Progression

Financial Assistance to needy students, Alumni Directory, Programmes in collaboration with Alumni, Placement Centre.

6. Organisation and Management

a. **Human Resource Development:-** A mechanism for providing continuous development programmes for teaching and non-teaching staff. Train the faculty in the modern teaching and evaluation methods. Train the non-teaching staff in the use of modern systems and procedures.

b. **Internal Administration System:-**Revamp the Systems in the college:-
   Internal Evaluation System
   Faculty Evaluation System
   Tutorial System
   Course Development System
   Computer Management System
   Infrastructure Management System
   Finance Management System
   Office Management system
   Library Management System
   Purchase Management system
   Accounting System
   Quality Auditing System

7. Healthy Practice

a. Aptitude test (Entry behaviour test) – Compulsory
b. Compulsory Language Lab Training for all the students
c. Communication skills programme for all the students
d. Compulsory in-house training programme for teaching and non-teaching programme every year.
e. Diet Counselling, Health Counselling
f. Associateships (Brilliant outgoing PG students may be appointed as teaching associates for a period of one year after the examinations. This will help the college to manage free hours. At the same time this will be training to the students and they can use this opportunity for the preparation of UGC NET, SLET and other such competitive examinations).

Research Guides from the College				
S. No	**Name**		**Subject**	**Research Centre**
1	Dr.	John E. Abraham	English	English Research Centre
2	Dr.	M.Sasidharan Pillai	Malayalam	S.B College Changanacherry
3	Dr.	Vijayan Namboothiri	Hindi	Catholicate College, Pathanamthitta
4	Dr.	Jayakumari Issac	Physics	Physics Research Centre
5	Dr.	Rajagopal P.	Physics	Physics Research Centre
6	Dr.	Zacharia oommen	Chemistry	Chemistry Research Centre
7	Dr.	Thomas Varghese	Zooogy	Zoology Research Centre
8	Dr.	Alice K.Thomas	Zooogy	Zoology Research Centre
9	Dr.	Abraham Samuel K	Zooogy	Zoology Research Centre
10	Dr.	Joseph P. Varghese	Botany	Botany Research Centre
11	Dr.	John K. Daniel	Botany	Botany Research Centre
12	Dr.	Tomy Mathew	Commerce	Commerce Research Centre
13	Dr.	Roy Sam Daniel	Commerce	Commerce Research Centre
Research Guides from Other Institutions				
Sl.No	**Name**		**Subject**	**Home Institution**
1	Dr.	Gopala Krishnan N.	English	
2	Dr.	Babu Joseph	Physics	Former Vice-Chancellor, Cochin University of Science and Technology
3	Dr.	Chacko. M.C	Physics	Former registrar, M. G University
4	Dr.	Rajumon T. Mavunkal	Physics	St.Xaviers' Colege, Kothavara
5	Dr.	V. Kalyanakrishnan	Chemistry	Sree Chitra Thirunal Institute of Medical Science
6	Dr.	Kruvilla Joseph	Chemistry	S.B College Changancherry
7	Dr.	R.P.Singh	Chemistry	National Chemical Laboratory, Pune
8	Dr.	S.K Chakraborthy	Chemistry	Synthetics and Chemicals Ltd.Mumbai
9	Dr.	G.V. Rao	Chemistry	IIT. Delhi
10	Dr.	N.R Neelakantan	Chemistry	IIT. Chennai
11	Dr.	Mathew M. Oommen	Zoology	University of Kerala, Thiruvananthapuram
12	Dr.	Thomas Zacharia	Zoology	St.Gregorios College, Kottarakkara
13	Dr.	Sultan Ahmed Ismail	Zoology	New College, Chennai
14	Dr.	N. Ramanujan	Zoology	S.N College, Kollam
15	Dr.	N. Babu	Zoology	School of Applied Life Science, M. G University
16	Dr.	K.K Sasidharan	Zoology	S.N College, Cherthala
17	Dr.	Susan Panicker	Zoology	Baselius College, Kottayam
18	Dr.	V.S Josekumar	Zoology	Christ College, Irinjalakkuda
19	Dr.	A.P. Thomas	Zoology	School of Environment Studies, M. G University
20	Dr.	E.C Raju	Botany	Baselius College, Kottayam
21	Dr.	Omana Philip	Botany	Baselius College, Kottayam
22	Dr.	N. V Nataraja Panicker	Botany	S.N College, Kollam

List of Publications Appendix XXII

Sl.no	Author	Article/Paper	Name of the Journal	Subject	Year
1	Zacharia Oommen (Dr.) joint Papers	Dynamic, Mechanical and Thermal Properties of Physicaly Combatalised Natural rubber/PMMA Blends by the Addition of NR-graft_PMMA	Journal of Polymer Science Vol.38, pp.525-36	Chemistry	2000
2	Anooja Thomas (Dr.)	Importance of Nutrients (malayalam)	Kannimannu	Family and Community Science	2000
3	Anooja Thomas (Dr.)	Importance of Weaning Foods	Grihalaksmi, foodspecial	Family and Community Science	2000
4	Anooja Thomas (Dr.)	Food Adulteration	Mangalam (News Paper)	Family and Community Science	2000
5	Issac C.I (Dr.)	Origin of Syrian Christians	Aseemaa, Journal for National Resurgence, Mangalore	History	2000
6	Joseph P Varghese (Dr.) and Mini Chacko	Organogenesis from leaf\shoot ex-plants of Patcholi (*Pogostemon cablin* Benth.)-An underutilized aromatic plant of great potential	Abst. Dimond Jubilee Symp. Indian Society of Genetics and Plant Breeding, New Delhi	Botany	2001
7	Latha Sadanandan	Studies on the effects of leaf leachates of *Pongamia pinnata* on certain crops and weeds and the soil mycoflora	Nat. Acad. Sci. Lett. 24 (5 – 12): 63 – 68	Botany	2001
8	Latha Sadanandan	Phenolic antioxidants of some common pulses	J. Food Sci. Technol. 38 (3) : 272 – 273	Botany	2001
9	Thomas PM (Dr.)	Kerala Agricultural Performance in "Kerala' s Economic Peformance" editedby B.A Prakash,	Sage Publications, New Delhi	Economics	2001

10	Issac C.I (Dr.)	The Spread of Christianity and Islam in Kerala: A Study in Trend and Pattern	Ithihas Darpan, A Journal for National History, New Delhi	History	2001
11	Rajan K. John (Dr.) Joint Papers	Electrical and Optica Properties of Plasma Polymerised Eucalyptus Oil Films.	Mproceedings of theNational Symposium on Science and T4chnoogy of Vaccum and Thin fims, Bangaore.	Physics	2001
12	Asha Mathew	The Fair Sex in an Unfair Society	Dynamik, Vol.I. No.A	Sociology	2001
13	Sosamma Oommen (Dr.) Joint papers.	Studies on *Bacillus stearothermophilus*. Part 1. Transformation of progesterone to a new metabolite 9,10-seco-4-pregnene-3,9,20-trione	J Steroid Biochem Mol Biol. 2001 Nov; 78(5):493-8	Zoology	2001
14	Latha Sadanandan	Pharmacognostic and chemical studies on the fruits of *Piper galeatum*	J. Med. Arom. Pl. Sci. 24: 938 – 942	Botany	2002
15	Latha Sadanandan	Allelopathic effects of certain social forestry trees on cotton.	Adv. Bio. Sci. 1 (1): 7 – 13	Botany	2002
16	Zacharia Oommen (Dr.) Joint Papers	Phase Morphoogy Developemnt and Melt rhelogical behaviouer in Nylon 6/Pysterene Blends.	Journal of Applied Polymer Science, Vo.86, No.14	Chemistry	2002
17	Zacharia Oommen (Dr.) joint Papers	A Comparison of the Mechanical Properties of phenol-formaldehyde Composites reinforced with banana fibre and glass fibre.	composite Science and Technoogy, Vol.62, pp.18578-68	Chemistry	2002
18	Zacharia Oommen (Dr.) joint Papers	Melt Elasticity and Flow Activation Energy of nylon 6/Poysterene Blends	Materials Letters, 57, 475-80	Chemistry	2002
19	Varghese C.Joshua (Dr.) Co-Auther	An M/G/I Retrial Queue with Orbital Search by the Server", .	Advances in Stochastic Modelling(Ed.), Notable Publications, USA,	Mathematics	2002

20	Varghese C.Joshua (Dr.) Co-Auther	Excursion between Classical and Retrial Queue	Proceedings of the I International Conference Informational Systems and Technologies, held in Minsk	Mathematics	2002
21	Ginu Rajan	Fibreoptic Chemica;l Sensor to Detect Endpoint in Volumetric Analysis.	Proceedings of DAE_BRNS National Laser Symposium	Physics	2002
22	Rajan K. John (Dr.) Joint Papers	Strutural, Electrical and Optical Studies of Pasma Plymerised and Iodine dopped Pyrrole.	Journa of applied Polymer Science, Vol.83, pp. 1856-59	Physics	2002
23	Sreelatha, K.S. (Dr.)	Integrability of a Perturbed NI.SC	Proceedings of the National Seminar on Non-Linear Dynamics - Chaos and Fractals.	Physics	2002
24	Sreelatha, K.S. (Dr.)	Studies on Integrability of NQSC	Proceedings of the Internatioona Conference on Opticval Solitons - Theory and Experiemnts	Physics	2002
25	Vijayakumari. E (Dr.)	Globalisation and Unemployment, Kerala's Experience during 1990s.	Kerala Sociologist, Vol. XXX.No.2	Sociology	2002
26	Mary Chandy (Dr.) and Thomas Varghese.(Dr.)	Abiotic Profile of Rice Field Ecosystems.	Journal of Zoological Society of Kerala 10(1&2):79-88	Zoology	2002
27	Sosamma Oommen (Dr.) Joint papers.	Studies on *Bacillus stearothermophilus*. Part II. Transformation of progesterone	J Steroid Biochem Mol Biol. 2002 Oct;82(2-3):251-6	Zoology	2002
28	George, K.V (Dr) Co-auther	Ethnobotanical Investigations on Aegle marmelos (Linn.)	Corr. L. Econ.Taxon.Bot. 27 (1) :29-35	Botany	2003
29	Latha Sadanandan	Allelopathic effects of social forestry trees neem and *Melia* on rice	Geobios 30 (2-3): 137 – 142	Botany	2003

30	Chitra K.R	Membrane Solent Extraction of Some Rare Earth Elements	Chemical and Bio-chemical Engineering Quarterly, Vol.17(3) 191-99	Chemistry	2003
31	Zacharia Oommen (Dr.) joint Papers	Mechanical and Visco-Elastic Behaviour of Natura Rubber and Carboxylated Styrene Butadiene Rubber Lattex Blends.	Journal of Applied Polymer Science, Vo.88	Chemistry	2003
32	Jose Varghese	New Dimensions in Indian Post-Coonial Fction:- A Reading of Shashi Tharoor's Riot with reference to E.M Foster's a Passage to India,	SB Academic Review, SB College Changanacherry, Vol.XI	English	2003
33	Anooja Thomas (Dr.)	Impact of Iron - Rich Supplementation on performance of mild anaemic female sports students	Proceedings of Biennial Conference 25th HSAI, Nagpur	Family and Community Science	2003
34	Little Flower Augustine	Prevalence of Obesity, weight Perceptions and Weight Control Practices among Urban college going girls	Indian Journal of Community Medicine	Family and Community Science	2003
35	Little Flower Augustine	Diet Related Research Trends in Renal Disorders	Proceedings of State-Level Seminar, Kottayam	Family and Community Science	2003
36	Little Flower Augustine	Impact of Pregame meal on performance of sports men	Proceedings of IDA Conference, Chennai	Family and Community Science	2003
37	Issac C.I (Dr.)	The Press as a Site of Colonial Discourage: A Case Study on the Experience of Keralam	A Journal of South Indian History, University of Calicut,	History	2003
38	Asha Mathew	Education as a Ladder for Political Empowerment of Women	Edited volume of National Seminar on women as Emerging Social Force through Higher Education	Sociology	2003

39	Vijayakumari. E (Dr.)	Impact of Male Migration in the Immigrant Households in Kottayam Town.	Kerala Sociologist, Vol. XXXI.No.1	Sociology	2003
40	Abraham Samuel K.(Dr.) Joint Papers.	Investigation on bio-active Components of Premne Integrifolis.	Aryavadya, Vol.XIII.No.4.pp.234-39	Zoology	2003
41	Sosamma Oommen (Dr.) Joint papers.	Studies on *Bacillus stearothermophilus*. Part III. Transformation of testosterone	*Applied Microbiology and Biotechnology* 62 (2003) 48-52.	Zoology	2003
42	Sosamma Oommen (Dr.) Joint papers.	Studies on *Bacillus stearothermophilus* Part IV. Influence of inducers on biotransformation of testosterone	*Steroids* 70(4), 327-333	Zoology	2003
43	Jacob Tomas (Dr.)	Adversities of Tourism	International Publication of Articles on tourism	Commece	2004
44	Tomy Mathew (Dr.)	Stock Market Index	Commerce Student	Commece	2004
45	Varghese C.Joshua (Dr.) Co-Auther	Analysis of the BMAP/G/I Retrial System with Search of Customers from the Orbit	European Journal of Operations Research, Netherlands	Mathematics	2004
46		Queues with ostponed Works	T.O.P Madrid, Spain	Mathematics	2004
47	Asha Mathew	Short-Term Prisoners and Correctional Services	Kerala Sociologist, Vol. XXXII.No.1	Sociology	2004
48	Vijayakumari. E (Dr.)	Women Quarry Workers inThiruvanathapuram:- a Sociological Analysis	Kerala Sociologist, Vol. XXXII.No.1	Sociology	2004
49	Abraham Samuel K.(Dr.) Joint Papers.	Ethnobotanical Studies on Saraca Asoka (R&b) De Wilde.	J.Econ.Taxon.Bot.Vol.28.No.3.pp. 9-17	Zoology	2004
50	George, K.V (Dr) Co-auther	Ethnobotanical Studies On Saraca asoca (Roxb.)	De Wilde. J. Econ Taxon.Bot. 29 (2)	Botany	2005

51	Susan Abraham	A Comparison of the Oxidising ability of polystyrene supported linear and cyclic polyoxyethlyne bound permanganate.	Journal of Applied Polymer Science.Vol.96(5)1897-1905	Chemistry	2005
52	Jacob Tomas (Dr.)	Brand Preference in Textile Market of Kerala	Journal of Business Studies	Commece	2005
53	Thomas PM (Dr.)	Performance of Indian Acriculture since Economic Reforms in " The indian Economy since 1991" edited by B.A Prakash.	Sage Publications, New Delhi	Economics	2005
54	Jose Varghese	Theorizing Post-colonial Transformation: A Diaogue with Bill Ashcroft.	Haritham, Mahatma Gandhi University, Kottayam, No.17, pp.81-95	English	2005
55	Jose Varghese	Cooking Through the Ages	Proceedings of the International confernce, Kottayam	Family and Community Science	2005
56	Jose Varghese	Impact of Iron - Rich Supplementation on performance of mild anemic female sports students	Proceedings of Nutrition Society of India, Hyderabd	Family and Community Science	2005
57	Issac C.I (Dr.)	Mission and Vision of Christian Missionaries of Colonial Kerala	Bharatheeya Pragna,Hyderabad	History	2005
58	Varghese C.Joshua (Dr.) Co-Auther	Retrial Queues with Non-Persistent Customers and Orbit Search	Stochastic Modelling and Applications	Mathematics	2005
59	Vijayakumari. E (Dr.)	Suicide: An Analysis of its Causes	Kerala Sociologist, Vol. XXXIII.No.1	Sociology	2005
60	Miriam Mani (Dr.)	Prevalence of Cardio-Vascular Disease among the Vegetarian and non-vegetarian Adults (18-60 years)Selected Areas in Kerala	Journal of Los Angeles International University	Family and Community Science	Communicated

61	Miriam Mani (Dr.)	Prevalence of Overweight and Central Obesity among Female (22 - 65 years) in an Urban area - A Case Study.	S.B.Academic Review	Family and Community Science	Communicated
62	Varghese C.Joshua (Dr.) Co-Auther	Analysis of the MAP/PH/I Retrial System with Service Interruption and Orbital Search	OPSEARCH,	Mathematics	Communicated
63	Varghese C.Joshua (Dr.) Co-Auther	Analysis of an Inventory System with two Types of Perishing	OPSEARCH,	Mathematics	Communicated
64	Varghese C.Joshua (Dr.) Co-Auther	Queues with Random N-Policy	Queueing Systems	Mathematics	Communicated
65	Varghese C.Joshua (Dr.) Co-Auther	Analysis of Multi-server Retrial Queue with Search of Customers from the Orbit Performance Evaluations	Performance Evaluation , Holland	Mathematics	Communicated
66	Jayakumari Issac (Dr.)	Structural Characterization Of Dysprosium Copper Oxalate Single Crystals	Europäische Forschungsgesellschaft Dünne Schichten e.V. Gostritzer Str. 61 - 6301217 Dresden d	Physics	Communicated
67	Jayakumari Issac (Dr.)	Polystyrene Based Nano-composites	Europäische Forschungsgesellschaft Dünne Schichten e.V	Physics	Communicated
68	Seetha Lakshmi Ammal and Jayakumari Issac (Dr.)	Comparison of Growth Kinetic and Characteristics of Different Phytoactive Compounds on Biological Crystals.	Crystal and Research Technology, Germany	Physics	Communicated

List of Publications

Appendix XXII

	List of Books Published by the Faculty			
Sl.no	**Author**	**Title**	**Publisher**	**Subject**
1	Thomas, P.M (Dr.)	Quantitive Economics	Chinnu Publications, Kottayam	Economics
2	Thomas, P.M (Dr.) &Tomy Mathew Dr.)	Business Statistics	Chinnu Publications, Kottayam	Economics
3	Rajagopal (Dr.)	Modern Physics	Prentice Hall of India	Physics
4	Vijayan Namboothiri (Dr.)	*Vyakaran Prabodh Thadha Rachana*	S.B Publications Kozhencherry	Hindi
5	Vijayan Namboothiri (Dr.)	*Madya Kaleen Kavya*	Mahatma Gandhi University, Kottayam	Hindi
6	Tomy Mathew (Dr.)	HAS Handbook	S.J.Publications, Kottayam	Commerce
7	Babu Cherian (Dr.)	*Njana Nikshepam*: *Patanavum Paatavum*, .	Prabhat Book House, Thiruvanathapuram	Malayalam
8		*Malayala Novel Vimarshanam*	Book Digest, Kottayam	Malayalam
9		*Malooty*	Book Digest, Kottayam	Malayalam

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Date: February 07, 2000

[1] This certification is valid for a period of 5 years with effect from the assessment academic year 1999-2000

[2] An institutional score (%) in the range of 55-60 denotes one star, 60-65 two stars, 65-70 three stars, 70-75 four stars and 75 and above five stars (upper limit exclusive)