

INTERNAL QUALITY ASSURANCE CELL
CHRIST COLLEGE, KATTAPPANA
ACTION TAKEN REPORT 2024-2025

Action Taken Report:

- The Annual Quality Assurance Report (AQAR) for the academic year 2023–2024 was prepared and submitted.
- Internal and external audits of institutional processes were successfully completed.
- On 14/05/2025 Christ College Alumni Association, got registered as a society under Travancore - Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 (Act XII of 1955).
- The IQAC facilitated regular Faculty Development Programmes (FDPs) and conducted performance appraisals for faculty. Students' academic performance were monitored by analyzing the university and internal examination results, and also collected feedback from stakeholders and alumni.
- Three FDPs were organized to enhance the technical competencies of faculty members.
- One orientation programme was organized for non-teaching staff focusing on professional skill development.
- Feedback on faculty by the students were collected online in college Christites portal and analysis were availed to the principal.
- Feedback mechanisms for students, faculty, alumni, and other stakeholders were revised. The collected data were analyzed, and appropriate corrective measures were implemented
- The Self-appraisal reports of faculty and non-teaching staffs were collected and submitted to the manager for his perusal.
- The existing MoUs were renewed, and a few additional MoUs were also established.
- The cell efficiently coordinated the admission process and successfully organized an orientation program for first-year undergraduate students. It also reviewed the current year's admissions and resolved to strengthen efforts in the upcoming academic year to enhance student enrollment.

- The Department of Economics initiated 'DIGIDIVA', a computer literacy programme for adult learners.
- Academic departments consistently conducted both curricular and extracurricular activities throughout the year.
- Faculty submitted weekly academic plans at the beginning and conclusion of each semester to ensure systematic curriculum delivery.
- During the academic year, the institution offered ten add-on programmes, including Karate, Data Analysis, Logistics and Supply Chain Management, and SWAYAM courses. In addition, Computer Park offered add-on courses such as Tally Pro, Adobe Photoshop, GST and Certificate programmes conducted by Keltron. The College is introduce a free add on course titled "Logistics and Supply Chain Management" in association with Girideepam Business School, Kottayam. The institution also introduced its own add-on courses, including Yoga and MS Office. The institution maintained active participation in the SWAYAM platform.
- During the Academic year 2024-25 BCA students completed mini project under the mentorship of AutoSync Technologies (P) Ltd. and Main project in different companies.
- As part of the green campus initiative, new plants and saplings were added to the existing Herbal Garden. Additional indoor plants were placed in faculty cabins, classrooms, and corridors.
- The college infrastructure was enhanced with the addition of an NSS Office room, Incubation Centre, Gym facility and C-Mart Store.
- The Department of Psychology established a Psychology Laboratory to enhance its academic and research activities.
- Departments organized excursions, field visits, and industry interactions to provide experiential learning opportunities for students.
- The 'Meet the Alumni' programme was regularly conducted to acknowledge and engage alumni contributions.
- Alumni Library resources were strengthened and updated.
- Parent-Teacher meetings were periodically organized to review student progress.
- The Placement Cell organized several activities to help students with their careers. These included career counselling sessions, soft skills training, mock interviews, and

placement training programs. Additionally, offered support for participation in external recruitment drives.

- Monthly attendance reports were prepared and published. Remedial actions were taken to reduce absenteeism.
- Students who were absent for internal examinations were required to either take a retest or undergo suitable remedial measures, such as a viva, as determined by the faculty.
- The cell identified slow, medium, and advanced learners in each semester across all departments, and appropriate strategies were implemented for each group. Remedial classes were arranged for slow learners, which proved beneficial in improving student performance.
- Faculty members updated MCQs and Question Banks for second and third year students for all subjects.
- Syllabus completion was tracked every semester. Additional revision classes and remedial sessions were conducted for low performers.
- In the academic year, the faculty contributed significantly to research by publishing three books and four research papers, along with seven paper presentations and extended their active participation in national-level conferences.
- Several extension and community outreach programmes were organized by different clubs, cells, committees, and student associations, engaging both faculty members and students.
- To foster holistic development, arts festivals, sports events, and other extracurricular activities were held.
- The National Service Scheme (NSS) organized 19 regular activities and camping programmes, promoting community engagement and student participation.
- Valuable sessions were conducted for faculty on Four-Year Undergraduate Programme (FYUGP).
- Regular staff and departmental meetings were held, and department-wise evaluations were conducted to maintain academic quality. A systematic analysis of results was undertaken after the publication of each university examination result.
- Mentoring activities were effectively monitored by batch coordinators, and four faculty members were assigned for counselling responsibilities.

- IQAC conducted a SWOC (Strengths, Weaknesses, Opportunities, Challenges) analysis as part of its internal quality enhancement process.
- An internal academic audit was conducted on 03/04/2025
- A strategic meet was held on 20/06/2024 to review the academic year and plan for the future.
- A draft academic calendar for 2025–2026 was prepared and submitted for approval.



A handwritten signature in green ink, consisting of a large loop and a trailing flourish.

Dr. M V Georgekutty
Principal

A handwritten signature in black ink, appearing to read "Christy" with a stylized flourish.

Ms. Christy P Antony
IQAC Coordinator