DON BOSCO COLLEGE, SULTHAN BATHERY
AFFILIATED TO UNIVERSITY OF CALICUT
NAAC Reaccredited with 'B+' Grade
Academic Year 2023-2024

Internal Quality Assurance Cell

Annual Report

The Internal Quality Assurance Cell of Don Bosco College works with the objective of creating and sustaining a quality system that enhances the performance of the institution on academic and administrative realms. The IQAC team guided by the Chairman, Dr. Johnson Ponthempilly SDB, Principal has been able to plan and execute qualitatively this academic year. The IQAC core team consists of Ms. Priya Philip, the IQAC Coordinator, Ms. Shincy Sebastian, the IQAC Secretary, Ms Nisha G, IQAC Documentation- in- charge and Mr Prince Joy, the Technical Head.

The current academic year, 2032-2024, has been a continuation of the quality policies initiated since the institution entered the third cycle of NAAC assessment after the successful reaccreditation in March 2022 with an enhanced Grade of B+.

Planning Meetings

The IQAC facilitated the planning meetings in the month of May 2023 so as to assure a seamless entry into the new academic year. Department level meetings, HoD meetings and other committee level meetings were conducted in May and June 2023 to plan for all the forthcoming academic, co-curricular and extra- curricular events of the academic year 2023-2024.

Faculty Enhancement Programs

The new academic year started with a Two day FDP for all teachers on 25 and 26 May 2023. The FDP addressed topics like academic preparedness, cyber security and self awareness. The IQAC conducted an Orientation program **27 July 2023** with the aim to educate newly appointed teachers on the Don Bosco Pedagogy. Nine newly inducted teachers benefitted from this.Dr.Antony Thekkedath, Rector and Manager was the Resource Person The title for the session was "The **Three Pillars of Don Bosco System** ". The Internal Quality Assurance Cell of Don Bosco College, Sulthan Bathery facilitated the attendance of all non teaching staff members in the SDP on the topic "Office Symphony" on 08 December 2023. The animator of the session was Rev Dr. Antony Thekkedath SDB, Rector and Manager, Don Bosco College, Sulthan Bathery. The Quality Cell also organized Orientation session for all faculty members on 11 December 2023 on the topics NEP and AI.

The Academic Coordinators attended a 2 day National Seminar hosted by Christ University, Bangalore on September 7-8, 2023. This participation enlarged the knowledge of the attendees with regards to Higher Education Policies, Self Evaluation Strategies and Quality Assurance. The IQAC facilitated the attendance of 3 faculty members in the FDP on Empowering Educators for the AI Age from 12 July to 15 July 2023 conducted by Don Bosco College, Yelagiri. The aim of the event was to educate educators on integrating AI tools for enhanced teaching.

The IQAC also facilitated a Staff Development Program for non teaching staff members. The program titled "Healthy Mind" was conducted on 20 December 2022. This program aimed **to** interact with the non teaching staff and make them aware on healthy practices for mental well being. The IQAC, in collaboration with the Department of Commerce conducted an Online Faculty Development Program titled STHIRA 2k23- AI and NEP " on 27 January 2024. This FDP indented to enlarge the knowledge of the faculty members in terms of AI and NEP. The Principal, the IQAC Coordinator and the OBE Coordinator participated in the One Week National level Online Faculty

Development Program on Outcome Based Education and Essential AI Tools for Teachers, organised by the Internal Quality Assurance Cell (IQAC) of St. Thomas College, Palai in association with The Kerala State Higher Education Council (KSHEC) from 10 January 2024 to 16 January 2024 and achieved A Grade in the evaluation process. The Core team of IQAC including the Principal,HoDs and representative of the Administrative Office attended the annual Don Bosco Faculty Development Program hosted by Don Bosco, Angadikadavu, Kerala on 17 February 2024.This FDP aided to enhance the knowledge of the participants in terms of being a facilitator and stake holders in HEIs and being prepared for NEP.

Internal Audit

The IQAC facilitated the annual internal audit to ensure the completion and documentation of all academic, co-curricular and extracurricular events. Two senior faculty members, Mr. Biju TS, Assistant Professor, Department of Travel and Tourism Management and Ms. Gibi KS, Assistant Professor, Department of Computer Science associated with the IQAC to coordinate seven teams that covered all aspects pertaining to the academic year 2023-2024. This process was completed in November 2023. The external audit with Prof Varghese Vaidyan, NAAC Peer Team Member was completed over 2 days in December 2023.

Quality Assessment Procedure

As a part of the qualitative process in Higher Education, the IQAC submitted NIRF details on 17 th December 2023. The AQAR for NAAC – academic year 2022-2023 is ready for submission. It will be submitted on 25 March 2024.

Meetings

The IQAC conducted 13 meetings of its members on 01-06-2023, 13-07-2023, 17-08-2023, 18-09-2023, 20-10-2023,10-11-2023,14-11-2023 , 14-11-2023, 15-11-2023, 16-11-2023 21-11-2023, 10-01-2024 and 20-03-2024 to discuss and decide upon important academic aspects. Some of the main topics deliberated upon were Academic progress, follow up of strategic plans , outcome based education methods, Orientation program for new faculty members, faculty development programs, placements, alumni, club based student centric activities , CIA, efficient use of library, completion of syllabus, submission of qualitative documents student projects and so on.

The Internal Quality Assurance Cell hopes to sustain the quality standards of the institution and evolve new strategies that assure quality benchmarks in all areas of being a committed HEI.

Thank You!

Priya Philip   **Principal**
IQAC Coordinator   IQAC Chairman

March 2024