

**Internal Quality Assurance Cell (IQAC)  
Annual Quality Assurance Report (AQAR)  
For the period of 2016-17**

**NSS COLLEGE MANJERI  
MALAPPURAM–KERALA 676122**



Accredited by NAAC with Grade B in (2.75) 2013

Submitted to



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

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

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

**NSS COLLEGE MANJERI**

1.2 Address Line 1

**MANJERI COLLEGE (P.O)**

Address Line 2

**MANJERI- MALAPPURAM**

City/Town

MANJERI

State

KERALA

Pin Code

676122

Institution e-mail address

**nsscollegemji@gmail.com**

Contact Nos.

04832766136

Name of the Head of the Institution:

Dr. K.SANKAR

Tel. No. with STD Code:

04832766202

Mobile:

9446334343

Name of the IQAC Co-ordinator:

Dr. AZAD.R.P

Mobile:

9847045128

IQAC e-mail address:

iqacnsscollegemji@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/62/A&A/165 dated 05-01-2013

1.5 Website address:

www.nsscollegemanjeri.org

Web-link of the AQAR:

http://nsscollegemanjeri.org/assets/aqar/AQAR2016-17.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.75	2013	2013-2018
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

18/03/2013

1.8 AQAR for the year (for example 2010-11)

2016-17

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

- i. AQAR - 2013-14- 20/12/2018
- ii. AQAR- 2014-15 20/12/2018
- iii. AQAR- 2015-16 20/12/2018

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

✓ Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

University of Calicut

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

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="No"/>	any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text" value="No"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	06

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

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- **Conducted an Institutional SWOT Analysis among students, faculty and administrative staff and submitted the report to the Management**
- **IQAC members visited the departments to assess their infrastructural and other physical requirements in the context of newly conferred academic autonomy and to help them plan their academic/co-curricular programmes.**
- **IQAC along with the Research Advisory Committee, met the staff members in person and motivated them to apply for research projects and seminars.**
- **Conducted a one day workshop on ‘Research Methodology’ for the Postgraduate students of Humanities to equip them to carry out their projects more effectively.**
- **IQAC initiated and monitored the conduct of Green Audit in the Campus**
- **IQAC initiated the conduct of an Academic Audit by duly constituted Internal Audit Team**

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

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

## Plan of Action

### June

- Distribute timetables and academic calendar to the second and third year degree students and second year Post Graduate students.
- The course teachers submit the teaching plan to the IQAC.
- Invite inputs from every department, clubs and forums towards the Action Plan of the College for the academic year
- Preparation of teachers diary
- Invite infrastructural requirements of the departments and library.
- Review and compile the proposals from the departments, clubs and forums, and finalise of the Action Plan for the year.
- Setting up of an Admission Committee and distributing of guidelines for University admission
- formation various committees and distribution of works
- Planning for UGC National seminar
- Planning for women empowerment programme

### July

- Giving awareness to the senior students regarding anti-ragging rules.
- Admission of first year degree students
- orientation classes for first year students
- Preparation of syllabus for bridge course

### August

- Organising bridge course for the first year degree students.
- Organising general body meeting of PTA.
- Distribution of Tutorial records of freshers to the departments by IQAC.
- Conduct first internal examination for the third semester and fifth semester students
- Admission to Post Graduate Programmes

## Achievements

### June

- IQAC distributed academic calendar to the students.
- An Action plan of the College for the entire academic year was prepared. This was distributed to the departments and various forums and clubs so that they could plan different programmes early in the beginning of the academic year.
- Drafted the Action Plan and submitted it to the College Council for approval.
- Teachers diaries were distributed on time.
- committees are reconstituted by college council
- Nirbhaya – women empowerment programme

### July

- Under the monitoring of admission committee, admission to the UG programmes was smooth and transparent. Not a single case of grievance was registered.
- Orientation classes conducted for first year students
- bridge courses syllabus approved by IQAC
- UGC National seminar

### August

- conducted bridge courses for first year degree students by all departments
- PTA General Body was convened and the Executive Committee was constituted.
- Registers and files distributed for tutorial system
- conducted internal examination for third and fifth semester

and organising induction programme.

### **September**

- Preparation college union election
- First Internal for the First semester Degree students
- Organising remedial class for the slow learners.
- Department visit by IQAC
- Impart guidance to the departments regarding the submission of proposal for Seminars, Minor/Major projects.
- Preparation for Onam celebration

### **October**

- Organise class-wise PTA meetings
- Second internal for the third semester and fifth semester degree students
- Arrange NET coaching classes for the post graduate students.
- Organising an orientation programme for the entire teaching staff

### **November**

- celebration of days
- Second Internal examination for the first semester degree students.
- Submitting the proposals for Seminars, Minor/Major projects to the UGC.
- programmes regarding women empowerment

### **December**

- Conduct sponsored National Seminars
- NSS Camp orientation
- Preparation for inter college and intra college arts festival

### **January**

- Monitoring the academic events of the Departments.
- First internal examination for the Second, fourth and sixth semester Degree students and PG students.

started PG admission process

### **September**

- Remedial Classes were started for the academically weaker students.
- elected college union members
- conducted First Internal for the First semester Degree students
- Onam celebrations

### **October**

- IQAC visited all the departments, assessed adherence to the guidelines given and reviewed the maintenance of records.
- PTA meetings for all the UG classes were successfully conducted. Feedback on curriculum, infrastructure and academic ambience were taken from the parents.

### **November**

- Keralapiravi celebrations
- This year also a good number of students cleared NET/JRF examinations thanks to the rigorous NET coaching classes arranged.
- Fabric painting classes

### **December**

- NSS Camp

### **January**

- Ensured the conduct of the academic/co-curricular programmes of the departments without affecting the regular class.



**February**

Elicit feedback on teaching and learning from the students.

**March**

- Constitute audit teams for conducting academic audit and green audit and work out the details and modalities for the same.
- Second internal examination for the second, fourth and sixth semester Degree students and PG students.
- Collect Institutional feedback from the final year students, analyse the feedback and report the findings to the College Council.
  - Seeking annual report from all departments.

**February**

Conducted feed back

**March**

- A team comprising of the coordinator of Bhoomithrasena and a faculty member each from the departments of Botany and Zoology was constituted to conduct the Environmental Audit. IQAC had discussions with the team on variables to be covered and modalities to be followed.
- IQAC gave guidelines to the departments to update their documents and prepare them for the upcoming Academic Audit under its supervision.
  - Collected annual report from all departments

*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body    Yes     No   
 Management     Syndicate     Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	<b>3</b>	0		
UG	<b>8</b>	0		3
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	<b>11</b>	0		3
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>11</b>
Trimester	
Annual	<b>3</b>

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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

*\*Please provide an analysis of the feedback in the Annexure*

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

No

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	37	10		

2.2 No. of permanent faculty with Ph.D.

20

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	2	0	0	0	0	0	0	3	2

2

2.4 No. of Guest and Visiting faculty and Temporary faculty

5

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	31	15
Presented papers	07	30	10
Resource Persons	02	01	06

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

1. **Field visit**
2. **Use of ICT in teaching learning**
3. **Conduct of Invited Lectures**
4. **Research article based Seminar presentation**
5. **Providing various facilities like e-notes, webinars etc and using a smart class approach**
6. **Group discussion on topic of general interest**
7. **Teach one each one practice initiated by the English department.**

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

173

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

1. **One centralised Internal examination were conducted for all programmes answer papers were evaluated by the course teachers and the valued script were distributed for the students verification. One copy of mark list was displayed at department notice board and another was handed over to the Principal.**
2. **One more internal examination was conducted by the concerned department**
3. **Open book examination conducted**
4. **Peer evaluation was conducted**

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

08	02	
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2.10 Average percentage of attendance of students

89
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		A	B and C	D	E	Pass %
MA ENGLISH	10	30	50	20		100
MA HISTORY	10		60	20	20	100
MCOM	15	20	53	27		100
BA ENGLISH	23	17	43	26		86
BA HISTORY	36	78	6			84
BSC MATHS	29		42	17	10	69
BSC PHYSICS	24	29	21	25		75
BSC CHEMISTRY	30	6	14	1		70
BSC ZOOLOGY	26	12	31	23	4	70
BSC PLANT SCIENCE	26		62	4		66
BCOM	47	17	55	19		91

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

1. IQAC takes initiative for preparing academic calendar and departmental plan of action
2. IQAC conducted faculty improvement programme for the effective use of ICT
3. IQAC actively involved in the day to day teaching learning process of the College
4. IQAC conducted research oriented classes for PG students.
5. Initiatives undertaken towards faculty development

6. Conducted a seminar on NAAC accreditation process for teaching and non teaching staff

7. Conducted periodic exams within semesters for both PG and UG programmes.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	02
Faculty exchange programme	0
Staff training conducted by the university	02
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	0
Others	

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	9		3
Technical Staff	02			

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3. 1. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Conducted Two workshops on Research Methodology for PG Students and Newly joined Teachers

2. Based on the suggestions from teachers IQAC has decided to launch a new Multidisciplinary National Journal and processes has been carried out to get ISBN number, registration.

3. “Estuary” collection of summary of projects carried out PG students was published

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		3		6
Outlay in Rs. Lakhs		360000		8550000

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	14		5
Non-Peer Review Journals			30
e-Journals	1		
Conference proceedings	1	5	6

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects				

<i>(other than compulsory by the University)</i>				
Any other(Specify) Seminar KSCSTE				20000
Total				20000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number		1			8
Sponsoring agencies		KSCSTE			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

Type of Patent	Number
----------------	--------

3.16 No. of patents received this year

National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
	4	4				

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

2

8

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

2

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level



3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="3"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text"/>

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

Observation of the Energy awareness campaign  
Blood Donors' Forum

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	<b>19.59.49H</b>	<b>0</b>	<b>0</b>	<b>19.59.49H</b>
Class rooms	<b>30</b>	<b>0</b>	<b>0</b>	<b>30</b>
Laboratories	<b>6</b>	<b>1</b>	<b>UGC</b>	<b>7</b>
Seminar Halls	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		<b>23</b>	<b>UGC</b>	
Value of the equipment purchased during the year (Rs. in Lakhs)		<b>247285.00</b>	<b>UGC</b>	
Others				

#### 4.2 Computerization of administration and library

**1. Administrative office and Library computerised.**

**2. Admission Process computerised**

**3. Student feedback and teacher evaluation are computerised**

**4. College updated its official website by adding more content and enhance its capacity**

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>25783</b>		<b>763</b>	<b>154768</b>	<b>26546</b>	
Reference Books	<b>1320</b>		<b>124</b>	<b>64000</b>	<b>1444</b>	
e-Books						
Journals	<b>20</b>		<b>6</b>	<b>8000</b>	<b>26</b>	
e-Journals	<b>7</b>				<b>7</b>	
Digital Database						
CD & Video	<b>124</b>				<b>124</b>	
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others

Existing	<b>46</b>	<b>1</b>	<b>22</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>10</b>	
Added	<b>1</b>	<b>1</b>						
Total	<b>47</b>	<b>2</b>	<b>22</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>10</b>	

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

1. **IT Club conducted a seminar on digital banking to parents**
2. **IT Club conducted a seminar on Internet for students**
3. **Department of Commerce conducted a workshop on digital banking for Parents and students**
4. **IQAC conducted one day seminar on NAAC Accreditation by expert Dr.M.KBaby St Joseph's College Devagiri**

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.5
ii) Campus Infrastructure and facilities	6.74
iii) Equipments	0.4493
iv) Others	
<b>Total :</b>	<b>7.6953</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. IQAC provided awareness programme about different financial aides and scholarship programmes to the students and parents and invite deserving applicants to apply for the financial aids
2. IQAC monitors the activities with regard to tutorial system in the college. IQAC provided separate record books to record the details of tutorial guidance and evaluated the process on a regular interval.
3. IQAC took initiative to launch programmes such as ‘Walk with Scholar program’ and ‘Student Support Program’ in the college which help both the high and low performance students to improve their result.
4. IQAC has organised remedial classes, training for competitive examinations such as UGC-NET/JRF, PSC , Civil Service etc..

#### 5.2 Efforts made by the institution for tracking the progression

1. The performance and progression of students in academic and co-curricular activities are properly recorded by the respective tutor.
2. Class wise PTA meetings held at the end of every semester provide a platform to parents to interact with teachers and seek their advice to improve the performance of their wards, if required.
3. The mentors of Walk with Scholar and Students Support Programmes closely monitor the performance of the students and provide them timely guidance
4. The progress of students in academics and career are tracked and documented by the respective departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
918	94	0	0

(b) No. of students outside the state

04
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(c) No. of international students

0
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Men	No	%	Women	No	%
	325	34		620	66

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						473	159	14	451	10	1107

Demand Ratio

Drop-Out % 3.97

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

The college continued NET coaching programme with the financial support of UGC for the post graduate students belonging to the departments of Commerce, History and English.

No. of Students Beneficiaries

150

#### 5.5 No. of students qualified in these examinations

NET	3	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC	1	UPSC		Others	

#### 5.6 Details of student counselling and career guidance

The career guidance and placement cell organised five programmes.

No. of students benefitted

150

#### 5.7 Details of Campus Placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3			

#### 5.8 Details of Gender Sensitization Programmes

- **An orientation programme for first year UG and PG girls' students was organised by the Women Development Cell of the college.**
- **A seminar session on Women and Health was conducted in association with Women Development Cell.**

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

Others (NCC State  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	<b>8</b>	<b>8,000</b>
Financial support from government	<b>32</b>	<b>2,24,000</b>
Financial support from other sources	<b>8</b>	<b>12,000</b>
Number of students who received International/ National recognitions	<b>0</b>	<b>0</b>

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### VISION

**To be a vibrant and innovative centre for education, to equip students with knowledge and skills in their chosen stream, inculcate values, identify latent talents, provide opportunities to realise their full potential and make them enlightened**

#### MISSION

- **To provide academic programs, services, facilities and technologies within the realm of the curricula of the affiliating University, that offers diverse opportunities for learning**
- **To constantly update academic and management practices towards total quality management and promotion of quality in all spheres.**
- **To create and acquire relevant knowledge along with skills and global competencies and disseminate the same among students.**
- **To promote national integration, human rights, gender equity,eco-consciousness and universal brotherhood.**
- **To uplift the socially disadvantaged sections through inclusive practices.**

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

**Involvement of Board of Studies members and other faculty members in syllabus revision**

6.3.2 Teaching and Learning

**Orientation, remedial teaching, Add-On course, WWS SSP, NET coaching for PG students, mentoring**

6.3.3 Examination and Evaluation

**Regular class test, centralised examination and evaluation at the college level and department level, external examination, participation in CV Camp, evaluation of answer scripts, project evaluation and viva-voce, seminar reports and assignments, and project presentation training**

#### 6.3.4 Research and Development

- **Minor research projects**
- **Guideship**
- **Presentation and publication of research papers**
- **FDP Programme**
- **Research forum**

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Centralised and department library system**
- **Computer and language lab**
- **Well equipped science lab**
- **ICT based class rooms**

#### 6.3.6 Human Resource Management

**Anti- ragging cell, Grievance cell, career guidance cell, Women cell, Students counselling sell, training and development programme (ASAP) and recruitment of adhoc employees**

#### 6.3.7 Faculty and Staff recruitment

**Recruitment via management as per the norms of University of Calicut and Government of Kerala**

#### 6.3.8 Industry Interaction / Collaboration

**Functioning of ED club in association with District Industries Centre**

#### 6.3.9 Admission of Students

**Centralised admission process conducted by University of Calicut**



6.4 Welfare schemes for

Teaching	Canteen, co-operative store, and PTA scholarship
Non teaching	
Students	

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			YES	IQAC
Administrative			YES	IQAC

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

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

6.11 Activities and support from the Alumni Association

- **Functioning of Department wise Alumni**
- **Contribution of alumnis' in the form of books and financial aids**
- **Conducting motivational class by eminent alumnies**

#### 6.12 Activities and support from the Parent – Teacher Association

- PTA meeting at regular interval
- PTA awards for academic excellence
- Active involvement of PTA for academic and infrastructure development

#### 6.13 Development programmes for support staff

Staff welfare fund

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

Placed boards and notices  
Conducted awareness programmes  
Placed dust bins and other measures

## Criterion – VII

### **7. Innovations and Best Practices**

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

- **Campus Radio: College campus radio started with news and cultural programmes**
- **Brain storming sessions for Students: At lunch time we arranged a brain storming session for students and teachers**
- **Publication of Onam Supplement : College published a Onam supplement. Students and teachers contributed their articles.**
- **Blood Donors' Forum: College NSS formed a Blood Donors' Forum. They contributed blood for the deserving patients**
- **Video Lectures: Video Lectures of eminent professors of top universities and scientific institution in India and outside are shown to students and they enhanced the interest of learning**
- **Lectures and interaction: lectures and interaction are arranged from field experts**
- **Awareness campaign : Arranged awareness programs for water conservation and purification**
- **Effort to conserve swift colonies in campus and document diversity of various insect orders in the campus**
- **Medical and vegetable garden:**
- **Hand on training on Mushroom cultivation**
- **Mind mapping : strategy developed for students for easy learning**

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

- **Admission to UG and PG programmes completed as per schedule**
- **Different Statutory Bodies were constituted and their meetings were held.**
- **Induction of freshers was organised to the appreciation of students and parents.**
- **Green Audit of the campus was conducted**
- **initiated the preparation of the Self Study Report for the Accreditation cycle-2**

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Brain storming session:

Oottupura

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- **NSS organised a Plastic Free Campus initiative as part of *Swach Bharath Abhiyan***
- **Steps taken for make the campus eco friendly and plastic free. A green audit of the campus was carried out.**
- **In association with the World Environment Day NCC cadets, Boomithrasena and NSS planted trees , removed plastic and other garbage from the campus.**
- **In connection with the observation of the Energy awareness campaign, College organized a rally of students, holding sapling in their hands. They also exhibited posters on the theme of energy saving.**

7.5 Whether environmental audit was conducted?      Yes  No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

## **8. Plans of institution for next year**

- **Conduct zonal arts festivals in college**
  - **Bridge courses for first year and final year students**
  - **Maintenance of ladies rest room**
  - **Conduct cultural festival**
  - **ICT oriented class rooms**
  - **Publication of students project reports**
  - **Publication of teaching modules**
  - **Modification of Work dairy**

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
Signature of the Coordinator, IQAC

\_\_\_\_\_  
Signature of the Chairperson, IQAC

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## **Annexure I**

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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