

MES KEVEEYAM COLLEGE VALANCHERY KERALA

Criteria 6: Governance, Leadership and Management

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Significant contribution of IQAC for institutionalizing the quality assurance strategies and processes

Two practices

- **1.** Title of the practice : Training for Competitive Exams
- **2.** Title of the practice :Research promotion Initiatives

Title of the practice : Training for Competitive Exams

TRANSIT & FOCUS

The two the initiatives of IQAC to equip the students to

progress to higher education

FOCUS & TRANSIT

Internal Quality Assurance Cell MES KEVEEYAM COLLEGE VALANCHERY

Minutes of the meeting of IQAC No. IQAC/2017-18/07 Date and Time: 19.12.2017, 3:30 PM Venue:

AGENDA

- 1. Formation of SQAC
- 2. Feedback from students.
- 3. Students Support Programme

MEMBERS PRESENT

1. Dr.Abdul Hameed.C	2. Dr.Shailaja.U
3. Dr.P.C Santosh Babu	4. Dinil.S
5. Nisab.T	6. Najiya.K.V
7. Athira Radhakrishnan.	8. Abdul Mohnudin.
9. Vipindas.P	10. Muhammed Riyas.K
11. Jishnu.K	12. Preethy Alex
13. Abdul Basith.CK	

DISCUSSION AND DECISIONS

Dr C Rajest

IQAC Coordinator

- It was decided to form students' wing of quality assurance cell by including students' representatives from various depts.
- 2. Feedback from students shall be taken as usual
- 3. It was decided to introduce new programme for student progression.
 - ✓ TRANSIT for PG students and
 - ✓ FOQUS for UG students.

Copy Dr.Abdul Hameed.C Principal

Minutes of IQAC recommendation for starting FOCUS & TRANSIT

Hai	ond Book & Calendar 2018 - 19 M.	E.S. Keveeyam College, Valanchery 28
24	Ethics Committee	Muhammed Riyas K. (Convenor)
25	Remedial Coaching	Sreeja Lakshmi (Co-ordinator) Dr. Saifunnisa T.K. (Joint Coordinator)
26	Open Course Co-ordinator	S. Dinil
27	Student Scholarships	Dr. Nabeel Rashim M. (Nodal Officer)
28	FOCUS	Reji A.L. (Coordinator)
29	TRANSIT	Sumayya Mohammed Ali (Coordinator)
30	ASAP	Najila T.Y. (Coordinator)
31	SSP	Dr. Preetha S.R. (Coordinator)
32	WWS	Reji A.L.
33	Public Relations Officer	Shajid P.P.
34	Women-Empowerment Cell	Dr. Preethy Alex (Coordinator) SreejaLakshmi S. (Joint Coordinator)
35	Alumni Association	Muharpmed Rivas K. (Convenor) I.E.S KEVEEYEM COLLEGE ALANCHERY, PIN. 676 557 MALAPPURAM

Faculties in charge of FOCUS & TRANSIT

TRANSIT

(Centre of Incubation to National Eligibility Tests for Passed Out Post Graduate Students)

The project was launched on 02-12-2017 by Dr .C C Harilal (Director Employment information and career Guidance Bureau, University of Calicut). The Prime aim of the project is to establish eligibility of candidate for Junior Research Fellowship award, lectureship, State Eligibility Test and to promote minimum standard in research and competitive exams.



FOCUS : MISSION AND VISION

Soul mission and vision is to ignite competitive skills among students to flourish in placement and campus recruitments. Prime project aims to establish eligibility of candidate for Junior Research Fellowship award, Lectureship, State Eligibility Test and to promote minimum standard in research and competitive exams.

TRANSIT : Library is open on all days





LIBRARY

Offers caring and lively environment with plenty of books in all disciplines from Indian and foreign authors. Highlight of library is that, it is open on all days focusing academic excellence. It also fosters learning atmosphere which reinforces the concept of self-study and combined discussions.



TRANSIT : GUIDANCE AND COACHING



Dr. Ummer handling general paper for NET aspirants

Mrs. Nasla handling group discussion on the topic "focusing exam"



TRANSIT : AWARDS AND HONOURS





Honouring NET qualified in 2018-19

TRANSIT : Competitive exam qualified students

	RESULT	OF 2017-2018
SI NO	NAME	QUALIFIED EXAM
1	Binshad	UGC NET
2	Mariya Mufeeda	UGC NET
3	Gafoor	UGC NET
4	Athira	UGC NET
5	Thasleem	UGC NET
6	Prajitha	UGC NET
7	Jasla Mol	CSIR NET
8	Najmath	UGC NET
9	Divya NK	UGC NET
10	Reshmi M	SET
11	Jitha K	SET

	RESULT OF 20	18-2019
SI NO	NAME	QUALIFIED EXAM
1	Shameema AP	UGC NET
2	Binshad	UGC NET
3	Sofiya KP	UGC NET
4	Najmath	UGC NET
5	Manu Surya	UGC NET
6	Salini KT	UGC NET
7	Saranya C	UGC NET
8	Sanitha TP	UGC NET
9	Swathi K	SET
10	Sneha C	K TET Category (II and III)
11	Sunisha	K TET Category (II and III)
12	Sanjana	K TET Category (II and III)

FOCUS (Fostering Competence among Undergraduate Students)

In the twenty-first century, a high quality post secondary education is the key to national competitiveness and individual success. However, many have concerns about the career readiness of college students. To address this



concern the IQAC of MES Keveeyam College initiated the FOCUS Programme in the college. The programme was inaugurated on 09-01-2018 by the Assistant Collector of Malappuram Mr. Arun. K. Vijayan, IAS in the college auditorium. The purpose of the program is to introduce participants to key competencies needed to perform in their functional areas and is meant to bridge the gap between workplace and post secondary education.

FOCUS

2018-2019

The students were selected from the bio data that they had provided and on the basis of the performance in speech and Group Discussion. External mentoring sessions were handled by Dr. P. Mohamed Rafeekh on 24/11/2018 and 01/12/2018 on Personality Development. Dr. P. Mohammed Shafi engaged a session on 19/01/2019 and Dr. Mary Matilda P. V. Interacted with the students on 17/12/2018. Jayesh J. L. engaged a session on 20/02/2019 and Dr. M. P. Sujatha interacted with the students on 26/02/2019. P. V. Alby , Journalist and Translator, Dr. A. Sujith, Associate Professor of Chemistry, NIT Calicut, V. Sathish, Scientist, and Jalil M. S. Career Guru engaged sessions on 22/02/2019, 25/02/2019, 23/02/2019, 26/02/2019 and on 27/02/2019 respectively. Mock JAM exams for Physics, Chemistry, Zoology were conducted separately on 25th February 2019, 27th February 2019 and 23rd February 2019 respectively. Question papers were prepared by the experts and answer sheets were evaluated and the answers were discussed with the students. Chemistry JAM exam was conducted by Dr. Rajesh; Zoology by Jisha Krishnan and Physics by Dr. Nabeel Rashin. Mock CAT exam was conducted on 27th February 2019 by Prof. Sini, department of Commerce and Mock TOEFEL exam was conducted by Prof. Najila T Y, HOD, department of English on the same day.

Title of the practice : Research promotion Initiatives

THE RESEARCH PROMOTION COUNCIL

На	nd Book & Calendar 2018 - 19 M.E	S. Keveeyam College, Valanchery
3	College Development Council (Planning Board)	Chairman : Principal Co-ordinator & Member Secretary : Dr. C. Rajesh Members :K.P. Hassan (Secreta College Management Committe Heads of all Departments Librarian, Head Accountant
4	Academic Monitoring cell (Academic Council)	A.M.P. Hamza (Coordinator) Members: Heads of all Departments
5	Staff Secretary	Najila T.Y.
6	Admission Committee	K.M. Rukkiya (Nodal Officer)
7	PTA	K.M. Rukkiya (Secretary)
8	UGC Cell	Co-ordinator : Dr. C. Rajesh
9	Research Promotion Council	Dr. U Sailaja (Coordinator)
10	Library Advisory Committee	Shajid PP (Coordinator)
11	College Purchase Committee	
12 ×	Anti Ragging and Grievance Redressal Cell	Dinil S. (Anti Ragging Nodal Officer)
× .	Faculty in charge :	Dr. U. Sailaja

Major Research Project

Kerala State Council for Science Technology and Environment has sanctioned a major research project to Dr.C.Rajesh (Asst.Professor, Dept. Of Chemistry) on "Chemically and thermally modified chicken feathers as reinforcements for rubber based biocomposites" with a financial assistance of 17.5 lakhs



Dr. Jisha V S has been awarded the prestigious Dr. C. V Raman Fellowiship for Post Doctoral studies in USA. She is currently doing her post doctoral studies in Georgia Tech University in Atlanta.



Dr.C. Rajesh has been granted research guideship by University of Calicut.



Capt(Dr) Abdul Hameed C was recognized as a research guide by the University of Calicut. Mohammed Riyas K (Department of Arabic) was awarded PhD in Arabic by University of Calicut.



Workshop on Intellectual Property Rights

The Internal Quality Assurance Cell in collaboration with Patents Bureau, of Kerala State Council for Science, Technology and Environment (KSCSTE) organised a one day workshop on intellectual property rights. Dr. Lawwellman (Asst. Professor, Govt. Law College, Kozhikode) gave an overview of Intellectual Property Rights. Adv. Febin James (Trademark Attorney & Partner, Legalites IP services, Thrissur) handled the topic Copyrights, Trademarks & Designs : Case Studies. Ms. Pamitha N.S, Women Scientist (DST, PFC/TIFAC), Patent Information Centre – Kerala, KSCSTE, Trivandrum led an interactive session on Patentability Criteria and Patent Filing Procedures.



Principal Dr C Abdul Hameed inaugurating the workshop



Adv. Febin James



Research Centres

Department of Chemistry

Department of Commerce

Department of Chemistry has been recognised as a research centre by the University of Calicut . It is the first research centre in our college

This year Department of Commerce has been recognised as a research centre by the University of Calicut . It is the second research centre in our institution

International Journal (Chem Y)



Department of Chemistry published the first issue of the journal ChemY: Journal for Young Researchers in Chemistry in September 2014. (ISSN 2394-1324)

DST-FIST Funded Research Laboratory

Research Laboratory of Chemistry has been set up using the instruments procured using a grant of Rs. 80 lakhs under DST-FIST scheme (Fund for Improvement of Science & Technology infrastructure in universities & higher educational institutions of

Department of Science and Technology, Govt. Of India). The Research Laboratory was built using the UGC general development assistance for construction of building (Rs.30 lakhs).



Instrumentation Hall

E-Learning Centre

Major Research & Laboratory Instruments



DST-FIST review meeting

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The review meeting of FIST project of Department of Science and Technology, Govt. of India was held at Alappuzha. Dr Suresh Das (Ex.Vice President, KSCSTE) was the chairman of the meeting. Dr C Abdul Hameed (Principal) and Dr C Rajesh (FIST Coordinator) gave a presentation on the implementation of DST project of Rs. 80 lakh in our college.

Workshop on Research Methodology and Data Analysis

Dr. Tejil Thomas, Assistant Professor, St. Thomas College, Pala was the resource person of the workshop.



Inauguration of Research Complex, Commerce Block and Consultancy Division

The Post Graduate Department of Chemistry has been upgraded as a Research Centre under University of Calicut and advanced research and e-learning amenities are installed with the joint funding of FIST programme of Departmen of Science and Technology, Govt. of India, Universities Grants Commission and the College Management. The state-of-the art Research Complex was inaugurated by Dr. K T Jaleel (Hon. Minister for Local Self Governments, Govt of Kerala) on 15-04-2017. The PG Department of Commerce moved into a dedicated new block with moderr infrastructural features. This block was inaugurated by Sri. Innocent (Member of Parliament). The Consultancy division, which acts as a facilitator between institution, industry and the larger research community, was launched by Prof. Abid Hussain Thangal MLA.





Dr. K Thiyagu



Dr. V V Joshith

One Day Workshop E-Learning Tools for Digital Natives

The Internal Quality Assurance Cell in association with Department of Education Central University of Kerala, Kasargode organised a workshop on *E-Learning Tools for Digital Natives* on 12th March 2019. Dr. K Thiyagu Asst. Professor, Department of Education handled the sessions on *E-Resources for Learning* and *E-Content Development*. Dr. V V Joshith Asst. Professor, Department of Education interacted about *Massive Online Open Courses* and SWAYAM. He also demonstrated the use of *MOODLE: The Learning Management System*.

Minutes of IQAC

Recommendation for starting FOCUS & TRANSIT



Internal Quality Assurance Cell MES KEVEEYAM COLLEGE VALANCHERY

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DISCUSSION AND DECISIONS

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- 3. It was decided to introduce new programme for student progression.
 - ✓ TRANSIT for PG students and
 - ✓ FOQUS for UG students.

Dr C Rajesh



Dr.Abdul Hameed.C Principal

TRANSIT

ACTIVITY REPORT

ACTIVITY REPORT

TRANSIT 2017-2018

MES KEVEEYAM COLLEGE VALANCHERY

MALAPPURAM- KERALA

(NAAC Accredited with A Grade)

Phone: 0494 2644380, 2642670

www.meskvmcollege.org

PRINCIPAL

M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 676 592 MALAPPURAM



TRANSIT

An incubation Centre for present and passed out postgraduate students

A programme launched on 02-12-2017 under the guidance of of Captain Dr.C Abdul Hameed(principal), Dr.C Rajesh (Coordinator, IQAC) Prof.Nisab T (Coordinator, Career Guidance and placement cell) and Sumayya Mohammed Ali(Coordinator of transit).Honourable guest Dr.C CHarilal(Director Employment information and career Guidance Bureau, University of Calicut) inaugurated this great practice.



MISSION AND VISION

Soul mission and vision is to ignite competitive skills among students to flourish in placement and campus recruitments. Prime project aims to establish eligibility of candidate for Junior Research Fellowship award, Lectureship, State Eligibility Test and to promote minimum standard in research and competitive exams.

ADMISION

Students are admitted to the course by udergoing registration norms from department HOD and Principal. Special admit cards are provided for entry to the incubation centre and without any course fee.

LIBRARY

Offers caring and lively environment with plenty of books in all disciplines from Indian and foreign authors. Highlight of library is that, it is open on all days focusing academic excellence. It also fosters learning atmosphere which reinforces the concept of self study and combined discussions.



GUIDANCE AND COACHING

Experts give guidance and counseling sessions with special reference to general paper and core subject. Practice papers are issued and Model exams are conducted one week before the exam. Individual coaching are also provided by faculty members of the institution. Students are specially trained in class rooms under the scheme for clearing all the Teacher Eligibility Test,CATand MAT



Dr. Ummer former HOD of Arabic department giving Special coaching on general paper for the students of all disciplines. Asst prof Nasla of zoology department conducting group discussion focusing exam

RESULT OF 2017-2018

SI NO	NAME	
1	Binshad	QUALIFIED EXAM
2	Mariya Mufeeda	UGC NET
3	Gafoor	UGC NET
4		UGC NET
5	Athira	UGC NET
	Thasleem	UGC NET
6	Prajitha	UGC NET
7	Jasla Mol	CSIR NET
8	Najmath	UGC NET
9	Divya NK	
10	Reshmi M	UGC NET
11	Jitha K	SET
		SET



All the students of first row are NET Holders

RESULT OF 2018-2019

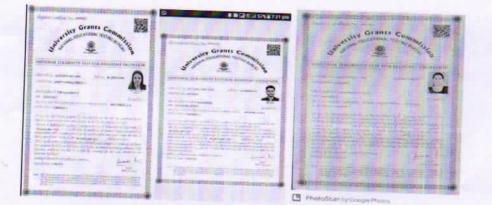
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	Saranya C	UGC NET
8	Sanitha TP	UGC NET
9	Swathi K	SET
10	Sneha C	
11	Sunisha	K TET Category (II and III)
12	Sanjana	K TET Category (II and III)
		K TET Category (II and III)

AWARDS AND HONOURS



All the winners are specially honoured and motivated by authorities of the institution. Students are free to share their experience of hard work, and they whole heartedly thank their beloved teachers who helped them in clearing exams.





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PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN- 676 597 MALAPPURAM

M E S KEVEEYAM COLLEGE VALANCHERY

TRANSIT

(Centre of Incubation to National Eligibility Tests for Passed Out Post Graduate Students)

Inauguration (02-12-2017 Saturday, 10 AM)

Welcome

: Dr. C Rajesh (Coordinator, IQAC)

: Capt(Dr) C Abdul Hameed (Principal)

Presidential Address

Inaugural Address

: Dr. C C Harilal (Director, Employment Information and Career Guidance Bureau, University of Calicut)

Vote of Thanks

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ANNE

: Prof. Nisab T (Coordinator, Career Guidance and Placement Cell)

PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 678 592 MALAPPURAM

MES KEVEEYAM COLLEGE VALANCHERY Post Graduate TRANSIT (10-11-2017) SI Name Programme and Batch Mobile No.

SI No		Programme and Batch	Mobile No.	
1	RANJITHA V.P	M3C PH151(5 2015-17	8086280439	
Q.		"	9497209857.	
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5.			9544807757	
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7.	Induy'a.c.	MSC PC	9496809113	Ray
8		MSC PC	8129352717	~
9.		MA English	7994688141	
10		MA English	9946492471	Reg
11		MA English	8594-006897.	leg 1
12	Susmethark	M.A. English	9645263410	10.0
13	Adech Abdy Myhaimin. H.A.	M.A Eng.	9446415857.	Rey
14		M.A Eng	9061191838	
15	Mohammed Ashig KN	M. Comfinance	-9846078669	
16.	Jumailats-K	M. Com finance	7034878723	Reg
(7	Saniyya K	M. com, finance	9400789277,9	4955E7 Rey 999
18	Rabiya . p	11	8137 096684	. 0 .
19	Ayisha Padikkal	D	7034 047788	
20	Javed Ramzon TIL	MSC Physics	9946069783	~Reg.
21	Mohammeel Jasin . (V	H.com Linemu		Ag
22	Rateeq man 200r. T	M.com Finance	9961273639	Reg
23	Mujeeb Rahman K	M-10m finance	8129106041	Rig
24	Fathoma Lubra t.	M'SL. Lo dayy	9567294698	0
25	Bishara.k.k	M. sc - 200 10gg	7736107043	
26.	Ramseenak	M. Com finance	9747134979	
27.	Fathima shahna Kp.	M.Se. Polymes chemisto		
28.	Jijitha k	M.sc. Physics	9746635176	Rag
29.	Sukanya P	M.s.c physics	8547017834	Rog .
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MES KEVEEYAM COLLEGE VALANCHERY Post Graduate TRANSIT (10-11-2017)

	Post Graduate TR	ANSI'I (10-	11-2017)	
SI No	Name	Programme and Batch	Mobile No.	
I	RANJITHA V.P	MISC PH-151(5 2015-17	8086280439	
Q.	JASMIN-A	"	9497209857.	1
3.		NSC Zoology	894.3181982	1
4.	Sohera-c	Msc zollogy	9662657358	1
5.	Naima Sicheelch IL	1	9544807757	
6	UMMUHABEEBA.0	MSC PC	7559975712	free
7.	Induy'a.c.	MSC PC	9496809113	Pizz
8.	Huda. E. Hasan	MSC PC	8129352717	1
9.	Shilpa.B	MA English	7994688141	
10	Rehiyapath p	MA English	9946492471	Re
11	Raseena K.M.	MA English	8594-006 197.	\$25
12	Susmetha.k	M.A. English	9645263410	
13	Adech Abdy Myhaimin. H.A.	M.A Eng.	9446415857.	pu
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15	Mohammed Ashig KN	M- Comfinance	-9846078669	
16.	Jumailaty-K	M. com finance	7034878723	Re
17	Songya . K	M. com, finance	9400789277,9	4955 Cal
8	Rabiya . p	U	8137 096684	-0
19	Ayisha Padikkal	n	7034 047788	
20	Javed Ramzan TIL	MSc Physics	9946069783	V
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2	Rateeq man 200r. T	M.com Finance	9961273639	Rig
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4	Fathima Lubra t.	M'SL. Lo dayly	9567294698	0
5	Bisharakk	M. Sc - 200 10gg	7736107043	
6.	Ramseenak	M com finance	9747134979	
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8.	Jijitha k	M.sc. Physics	9746635176	Rog
9	Sukanya P	Misc physics	8547017834	Ray .
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MES KEVEEYAM COLLEGE VALANCHERY TRANSIT

(Centre of Incubation to National Eligibility Tests for Passed Out Post Graduate Students)

	Registration form
Name of applicant	RESMI-M
Programme completed	M.Sc. Zoology
Year of passing out	2017
Sex	Female
Name of Parent/Guardian	shinoy
Single/Married	Married
Employed/Unemployed	Unemployed
Address for communication	Thekkeveettil (HO)
	Vergad (po), Kolathue (via)
	Maleppusam
Phone No	8943181962
Email id	resmisajagopalan Qgmail.com
	Declaration

I hereby declare that I will follow the rules and regulations of the institution in general and library in particular while continuing as a member in the TRANSIT programme. I also declare that any liability caused by the loss/damage of books/instruments will be cleared by me in time.

Place Valanchery Date 04.12.2017

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Resmi-M L. Name and signature of the applicant

Recommendation of the Head of the Department

I hereby recommend Mr/Ms. Resmi - M completed MA/MSc/MCom in year ... 2017....... for the TRANSIT programme.

Krishna Prabha.K.S

Name and signature

ACTIVITY REPORT

TRANSIT 2018-2019

MES KEVEEYAM COLLEGE VALANCHERY

MALAPPURAM- KERALA

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Attendance Register

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84 Modern UGC Hand book.	10599
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ACTIVITY REPORT

FOCUS 2017-2018

MES KEVEEYAM COLLEGE VALANCHERY

MALAPPURAM-KERALA

(NAAC Accredited with A Grade)

Phone: 0494 2644380, 2642670

www.meskvmcollege.org



PRINCIPAL

PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 676 552

FOCUS

(Fostering Competence among Undergraduate Students)

In the twenty-first century, a high quality post secondary education is the key to national competitiveness and individual success. However many have concerns about the career readiness of college students. To address this concern the IQAC of MES Keveeyam College initiated the FOCUS Programme in the college. The programme was inaugurated on 09-01-2018 by the Assistant Collector of Malappuram Mr. Arun. K. Vijayan, IAS in the college auditorium. The purpose of the program is to introduce participants to key competencies needed to perform in their functional areas and is meant to bridge the gap between workplace and post secondary education.



Anin K Vijavan IAS

PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 676 557 MALAPPURAM

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FOCUS 2018-2019

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FOCUS

2018-2019

The students were selected from the bio data that they had provided and on the basis of the performance in speech and Group Discussion. External mentoring sessions were handled by Dr. P. Mohamed Rafeekh on 24/11/2018 and 01/12/2018 on Personality Development. Dr. P. Mohammed Shafi engaged a session on 19/01/2019 and Dr. Mary Matilda P. V. Interacted with the students on 17/12/2018. Jayesh J. L. engaged a session on 20/02/2019 and Dr. M. P. Sujatha interacted with the students on 26/02/2019. P. V. Alby , Journalist and Translator, Dr. A. Sujith, Associate Professor of Chemistry, NIT Calicut, V. Sathish, Scientist, and Jalil M. S. Career Guru engaged sessions on 22/02/2019, 25/02/2019, 23/02/2019, 26/02/2019 and on 27/02/2019 respectively. Mock JAM exams for Physics, Chemistry, Zoology were conducted separately on 25th February 2019, 27th February 2019 and 23rd February 2019 respectively. Question papers were prepared by the experts and answer sheets were evaluated and the answers were discussed with the students. Chemistry JAM exam was conducted by Dr. Rajesh; Zoology by Jisha Krishnan and Physics by Dr. Nabeel Rashin. Mock CAT exam was conducted on 27th February 2019 by Prof. Sini, department of Commerce and Mock TOEFEL exam was conducted by Prof. Najila T Y, HOD, department of English on the same day.



PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 676 557 MALAPPURAM

RESEARCH GRAND POLICY DOCUMENT

DR N K MUHAMMED RESEARCH GRANT

(Constituted by Dr N K Muhammed Academic Chair for Value Based Higher Education)

M E S KEVEEYAM COLLEGE VALANCHERY

1. INTRODUCTION AND OBJECTIVES

The vision of Dr. N K Muhammed Chair for value based higher education is to honour the contributions of the great soul in the educational development of the region. The academic chair constitutes a fund for the adhoc faculty members of MES Keveeyam College with a broad objective of promoting research aptitude and scholastic excellence. The research grant will be awarded for one faculty member in a year initially. It aims at giving an opportunity to adhoc faculty members to carry out minor research projects with the financial assistance given by the academic chair.

2. ELIGIBILITY AND TARGET GROUP

Adhoc faculty members working in MES Keveeyam College with at least one year of experience can apply for the research grant.

3. NATURE OF ASSISTANCE

Minor research project in any discipline (Science/Commerce/Arts) will cover a financial assistance of Rs. 50000.

Item	ceiling
Equipment (For all disciplines)	50%
Books and Journals (For all disciplines)	50%
Chemicals/Glasswares (For Science discipline only)	20%
Travel/field work	10%
Contingency	10%

The equipment, books, journals, chemicals/glassware procured by the Principal investigator using the grant must be deposited to Department/Library after the completion of the project and thereafter it will be the institutional property. The admissible contingency grant may be utilized on spares for apparatus, photo-stat copies, stationery, postage, telephone calls, internet, computation and printing needed for the project. It can also be used as registration fee of international/national conferences for paper presentations related to the project. Expenditure towards the audit fee may also be claimed under contingency head. The amount allocated under the head travel/field work is to be utilized for data collection and collection of other information such as documents and visit to libraries within the general scope and sphere of the ongoing project. This can also be used for presenting papers based on the project in International/National conferences. The Principal investigator cannot claim duty leaves for the purpose of travelling.



PRINCIPAL M.E.S KEVEEYEM COLLEGE VALANCHERY, PIN: 676 557 MALAPPURAM

4. DURATION

The duration of the project will be two years. The effective date of implementation of the project will be mentioned in approval-cum- sanction letter.

5. PROCEDURE FOR APPLYING

The adhoc faculty members who wish to apply for the research grant shall submit the research proposals in the proforma given as annexure

6. SELECTION

The submitted proposals will be sent to experts in the relevant area and after getting approval from the experts the applicants will be called for presentation of the project before the selection committee. The selection committee comprises of The Patron of Dr. N K Muhammed Chair (Chairman), Secretary (College Managing Committee), Principal, Coordinator of Research Promotion Council and Coordinator of IQAC.

7. RELEASE OF GRANT

70% of the grant will be released along with the sanctioning letter. After the completion of one year, the Principal investigator should submit the annual progress report, expenditure statement and audited utilization certificate. The principal investigator is supposed to make a presentation on the progress of the project before the expert committee. Based on the recommendation of the committee the balance amount will be released. In case the Principal investigator leaves the institution without completing the project, he/she has to refund the amount claimed under the heads of travel and contingency.

8. SUBMISSION OF FINAL DOCUMENTS

After the completion of the project the principal investigator should submit the final report along with the expenditure statement and utilization certificate. The principal investigator should ensure that the research thesis is in line with the UGC guidelines about plagiarism. The principal investigator shall take necessary steps to publish the findings of the investigations in international/national peer reviewed journals.

9. IMPORTANT DATES

Last date of submission of proposal :03-09-2018

(Soft copy of the proposals shall be mailed to igac.meskvm@gmail.com)

Presentation of shortlisted proposals

: 20-09-2018

The proposal form and notification can be downloaded from the website www.meskvmcollege.org



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