

M E S KEVEEYAM COLLEGE VALANCHERY

Affiliated to University of Calicut
Accredited by NAAC with A Grade (CGPA 3.28)
Nationally Ranked at 51 by MHRD, Govt. of India



THE ANNUAL QUALITY ASSURANCE REPORT

AQAR OF THE IQAC 2016-17

M E S KEVEEYAM COLLEGE
VALANCHERY, MALAPPURAM (Dist.)
KERALA – Pin-676552
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PREFACE

The future prospects of our nation and the world depends on our students receiving quality education. It enables them to develop all of their attributes and skills to achieve their potential as human beings and members of society. Through scientific application of educational psychology, effective class room management, proper evaluation techniques, inculcation of research aptitude and overall by a systematic educational administration this goal can be achieved to a great extent.

Since its inception in 1981, M.E.S. Keveeyam College Valanchery, has continually strived to provide quality education to the socially and educationally backward people of Malappuram and nearby districts of Kerala State. The IQAC (Internal Quality Assurance Cell) of this college plays a key role in ensuring the standards of education provided in this institution. All the members of the faculty, non teaching staff, management representatives, PTA members and all those associated with college join hands in offering a well-rounded experience in education.

I hereby acknowledge the Coordinator and other members of IQAC for their laborious effort in the preparation of this report. I also express my sincere gratitude to the members of the staff and management for their help and contribution.

Dr. Abdul Hameed Chelekkodan

Principal

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Part – A

1. Details of the Institution		
1.1	Name of the Institution	M.E.S. KEVEEYAM COLLEGE
1.2	Address Line 1	Valanchery P.O.
	Address Line 2	Malappuram Dt.
	City/Town	Malappuram
	State	Kerala
	Pin Code	676552
	Institution e-mail address	principal@meskvmcollege.org
	Contact Nos.	Phone: 0494 2644380 (O), Fax: 0494 2642642
	Name of the Head of the Institution	Lt. (Dr) P Mohamedali
	Tel. No. with STD Code:	Phone: 0494 26443
	Mobile:	9539000112
	Name of the IQAC Co-ordinator:	Dr. C. Rajesh
	Mobile:	9446768376
	IQAC e-mail address:	iqac.meskvm@gmail.com
1.3	NAAC Track ID	KLCOGN13442
1.4	Website address:	www.meskvmcollege.org

	Web-link of the AQAR:	http://www.meskvcollege.org/iqac.php				
1.5	Accreditation Details					
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
	1	1 st Cycle	B	72	2007	2012
	2	2 nd Cycle	A	3.28	2015	2020
1.6	Date of Establishment of IQAC :			09/06/2007		
1.7	AQAR for the year (<i>for example 2010-11</i>)			2016-17		
1.8	Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC AQAR 2015-16 submitted on 04-07-2016					
1.9	Institutional Status					
	University			State		
	Affiliated College			Yes		
	Constituent College			Yes		
	Autonomous college of UGC			No		
	Regulatory Agency approved Institution			No		
	Type of Institution			Co-education		
				Rural		

	Financial Status			
	Grant-in-aid	✓	UGC 2(f)	✓
	UGC 12B	✓		
	Grant-in-aid + Self Financing	✓	Totally Self-financing	

1.10 Type of Faculty/Programme

Arts	✓	Science	✓	Commerce	✓
PEI (Phys Edu)		TEI (Edu)		Law	
Engineering		Health Sciences		Management	

Others: NIL

1.11 Name of the Affiliating University (*for the Colleges*)

University of Calicut, Kerala

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

Autonomy by State/Central Govt. / University	NO		
University with Potential for Excellence	NA	UGC-CPE	NO
DST Star Scheme	NO	UGC-CE	NO
UGC-Special Assistance Programme	YES	DST-FIST	YES
UGC-Innovative PG programmes	NO	Any other (<i>Specify</i>)	NO
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1	No. of Teachers	11												
2.2	No. of Administrative/Technical staff	2												
2.3	No. of students	1												
2.4	No. of Management representatives	2												
2.5	No. of Alumni	1												
2.6	No. of any other stakeholder and community representatives	1												
2.7	No. of Employers/ Industrialists	1												
2.8	No. of other External Experts	2												
2.9	Total No. of members	21												
2.10	No. of IQAC meetings held	12												
2.11	No. of meetings with various stakeholders: <table><tr><td>Stakeholders</td><td>No. of Meetings</td></tr><tr><td>Faculty</td><td>9</td></tr><tr><td>Management</td><td>1</td></tr><tr><td>Non Teaching staff</td><td>1</td></tr><tr><td>Students</td><td>1</td></tr><tr><td></td><td></td></tr></table>		Stakeholders	No. of Meetings	Faculty	9	Management	1	Non Teaching staff	1	Students	1		
Stakeholders	No. of Meetings													
Faculty	9													
Management	1													
Non Teaching staff	1													
Students	1													
2.12	Has IQAC received any funding from UGC during the year?	NO												

2.13	Seminars and Conferences (only quality related)										
	<p>(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC</p> <table border="1"> <tr> <td>Total No.</td><td>2</td></tr> <tr> <td>International</td><td>0</td></tr> <tr> <td>National</td><td>2</td></tr> <tr> <td>State Level</td><td>1</td></tr> <tr> <td>Institution Level</td><td>1</td></tr> </table>	Total No.	2	International	0	National	2	State Level	1	Institution Level	1
Total No.	2										
International	0										
National	2										
State Level	1										
Institution Level	1										
	<p>(ii) Themes</p> <p>(1) Academic Leadership</p> <p>(2) Challenges of Kerala Model Education in ensuring Employability among Youth</p> <p>(3) Demonetization</p>										
2.14	<p>Significant Activities and contributions made by IQAC</p> <p>IQAC contributed the overall developmental and academic activities of the institution. IQAC initiated the setting up of research complex and consultancy division. IQAC encouraged the teachers to undertake minor and major research projects. The internal examination system was strengthened. The activities under WWS and SSP were strengthened by the support of IQAC. Academic leadership programme for faculty members were organised in collaboration with CALEM of AMU Aligarh. Three academic chairs were formed in the institution as per the recommendation of IQAC. Effective feedback mechanism helped teachers understand their strengths and weakness.</p>										
2.15	<p>Plan of Action by IQAC/Outcome</p> <p>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 *</p>										

<i>Plan of Action</i>	<i>Achievements</i>
Participation of faculty members in the Professional Development Programmes conducted by University Human Resource Centre may be encouraged	Two of the faculty members attended refresher course this year.
Institution may take initiatives to host faculty development programmes under schemes like CALEM	Short term course on Academic Leadership was organised in June 2016 in collaboration with CALEM of UGC-HRDC of AMU Aligarh.
Paper presentations/participation in international/national seminar may be encouraged. All the faculty members should have attended at least one National seminar in other institutions in a year	Most of the faculty members attended at least one National seminar in the last academic year.
In order to cater to student diversity and hence to improve the standards of learning the functioning of various schemes like Walk with a Scholar Support Programme is to be improved	IQAC monitors the activities of WWS and SSP
Remedial Coaching programme should be strengthened	Remedial coaching classes are conducted regularly
Students should be made aware of all kinds of scholarships available to them and should be encouraged to apply for them. Regular monitoring of the sanction of the scholarships and the amount received should be done	A Scholarship nodal officer was appointed and one faculty member from each department assist the nodal officer.
Use of library and general reading may be encouraged by giving seminars/presentations/debates in general topics.	Some of the departments are conducting quizzes and debate competition on contemporary issues.

In order to promote the industry institution interaction, consultancy division is to be set up in the next year. The sophisticated facilities that are acquired through the DST-FIST fund are to be made available to people from industry and to research scholars from other institutions. For this, testing charges may be levied which can be used for the maintenance of the instrument.	Research Complex was set up with the advanced instruments procured using DST-FIST fund. Consultancy division was started.
Projects of Post graduate students of other institutions may be undertaken by faculty members. They can use the facilities of the laboratories and nominal fees may be charged from the students.	Projects of Post graduate students are undertaken by faculty members. The consultancy division makes available the instrumentation facilities needed.
INFLIBNET usage should be promoted	INFLIBNET facility is available to all students in the network resource centre at library.
Employment Information Cell may take serious steps to conduct more number of campus recruitment drives.	Students have been given opportunity to participate in recruitment drives organised by different agencies.
Participation of students in competitions conducted by other institutions and agencies may be improved	Many of the students have won prizes in various competitions held by other institutions and agencies.
IQAC promoted the use of ICT enabled facilities in the institution	The use of ICT has been improved.
Student Techie programme	Proper hardware and software training should be given to students to make them techies so that they can assist the ICT monitoring cell in the maintenance of ICT facilities. This will give them an opportunity for hands on training while they are studying.

\ * Academic Calendar attached as Annexure I

2.15	Whether the AQAR was placed in statutory body? Provide the details of the action taken	Yes, Management Analysed the steps taken by IQAC for quality enhancement of the institution and made suggestions for improvement.
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Part – B

Criterion – I

1. 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	1	0	0	0
PG	6	0	4	0
UG	9	0	3	0
Certificate (Add On)	0	0	0	0
Total	16	0	7	0

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

Choice Based Credit Cum Semester with Open option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	0
Annual	0

1.3 Feedback from stakeholders*

Alumni	✓	Parents	✓	Employers	
Students	✓				

(On all aspects)

Mode of feedback :

Online		Manual	✓
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****Analysis of feedback provided in Annexure II***

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

Syllabus revision pertains to the Affiliated University. During 2016-17 the syllabus of some of the programmes were revised.

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	Assistant Professors	Associate Professors	Professors	Other
31	21	8	0	0

2.2 No. of permanent faculty with Ph.D.

9

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

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	0
Visiting Faculty	1
Temporary faculty	32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	76	12
Presented	1	0	0
Resource Persons	0	1	3

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

1. ICT enabled smart class rooms
2. College website has a unique provision for discussion of students with teachers on academic contents.
3. The website contains uploaded study materials and previous question papers which the students can download
4. Remedial coaching
5. Peer Learning
6. Spot Examinations

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

192

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

Examination reforms are implemented by affiliated University

- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
- (a) A M P Hamza, Dept. of Physics is member of Faculty of Science, Calicut University.
 - (b) A M P Hamza, Dept. of Physics is member of UG Board of Studies, Physics of Calicut University
 - (c) U Sailaja, Dept. of Physics is Chairperson of UG Board of Studies, Physics, Mampad College(Autonomous)

(d) U Sailaja is Member of UG Board of Studies, Instrumentation, of Calicut University

(e) Santhosh Babu PC (Member, board of studies B.Com, Calicut University)

(f) Nisab. T (Member, Board of studies B.BA, Calicut University)

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage: (2016 Outgoing batches)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B Sc Polymer Chemistry	29	3.4	72.4			75.8
B A English	35		82.8	8.57		91.4
B Com	51		90.1	7.8		98
B Sc Zoology	31		70.9	19.3		90.3
B Sc Physics	32	4.5	64.2			68.75
BCA	14		14.2	42.8	14.28	71.4
M Com	20		80	20		100
M Sc Polymer Chemistry	9	0.0	100			100.0
M Sc Physics	11		63.6	27.2		90.9
M A English	14		64.2	28.5		92.85

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

IQAC organises faculty development workshops to improve the quality of teaching. ICT enabled teaching learning is promoted. IQAC Coordinator is a member of the Academic Monitoring Cell and Internal Evaluation Cell. IQAC contributes with creative suggestions for improvement of the teaching and learning outcome.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	36
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	10	0	0	6
Technical Staff	0	0	0	2

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

- IQAC has taken initiatives for the formation of consultancy division using the instrumentation facility of research complex.
- IQAC encourage publication of research article by post graduate students.
- IQAC encouraged the undertaking of minor research projects by faculties
- Seminar presentations of post graduate students have been encouraged.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	0	0
Outlay in Rs. Lakhs		1725600		0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	0	0	0
Outlay in Rs. Lakhs	110000	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	2	
Non-Peer Review Journals	3	2	
e-Journals			
Conference proceedings	1	3	0

3.5 Details on Impact factor of publications:

Range	1.5	Average		h-index		Nos. in SCOPUS	
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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	2015-2018	Kerala State Council for Science Technology and Environment (KSCSTE)	1725600	0
Minor Projects	2015-17	UGC	60000	40000
Interdisciplinary Projects	NIL			
Industry sponsored	NIL			
Projects sponsored by the University/ College	NIL			
Students research projects (other than compulsory by the University)	NIL			
Any other(Specify) FIST (DST)	2015-2020	DST	8000000	0
Total			9785600	40000

3.7 No. of books published

With ISBN No.	1
Chapters in Edited Books	1
Without ISBN No.	0

3.8 No. of University Departments receiving funds : NA

3.9 For colleges

Autonomy	0
CPE	0
DBT Star Scheme	0
INSPIRE	0
CE	0

Dr.Jisha VS has been granted Dr.C.V Raman fellowship for post doctoral studies in USA by UGC.

3.10 Revenue generated through consultancy : 16220

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	1	1	0	7
Sponsoring agencies		College Management	College Management		PTA, College Management

3.12 No. of faculty served as experts, chairpersons or resource persons: 3

- (1) Dr. Sailaja U (Department of Physics)
- (2) Prof. C K Hassan (Department of Commerce)
- (3) Dr.C.Rajesh (Department of Chemistry)
- (4) T Nisab (Department of Commerce)
- (5) Krishnaprabha KS (Department of Zoology)

3.13 No. of collaborations: International National Any other

3.14 No. of linkages created during this year: 2

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

1.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them: 1, 4 students registered

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

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

JRF	0	SRF	0
Project Fellows	0	Any other	0

3.21 No. of students Participated in NSS events

Level	No. of Students participated
University	10
State	0
National	0
International	0

3.22 No. of students participated in NCC events

Level	No. of students participated
University	7
State	0
National	0
International	0

3.23 No. of Awards won in NSS: NIL

3.24 No. of Awards won in NCC: NIL

3.25 No. of Extension activities organized

University forum	0	College forum	8
NCC	3	NSS	9
Any other	0		

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

1. Swasthi' anti narcotic club in association with excise department conducted anti-drug poster making competition for U P & high school students of nearby school on 13th February 2017 at Valanchery Girls Higher Secondary School, Valanchery
2. The swasthi club members conducted an awareness campaign against drugs and alcohol through Mayiladi village and distribute pamphlets ease
3. Swasthi Club arranged the drama ' SnehapoorvamAmmam' by ChinmayaVidyalaya, Manjeri at Mayiladi Village of Valanchery
4. Blood donation drive was conducted by red ribbon club of the college
5. The Road safety club conducted a road safety awareness campaign. Sweets were distributed to those wearing helmets and seat belts and pamphlets on road safety rules.

6. Activities of NSS

Sustainable development of villages with an environmental friendly perspective is the need of the age. The college has taken an initiative towards this end. We have adopted the Mayiladi Village (6th Division of Valanchery Municipality) and implemented a project for eco friendly social development. We plan to executive various schemes in this village with special emphasis on waste management, organic farming and palliative care. The execution of the project was done by the National Service Scheme of the college with the collaboration of Pain and Palliative Care Society, Valanchery.

The various activities organised under the scheme are

- Palliative care in every house
- Organic farming
- Installation of Pipe Composte
- Distribution of cloth bag for shopping to minimize the use of plastic carry bags
- Communicative skill development programme
- LED making workshop and replacement of conventional bulbs with LED in the village
- Soap making workshop

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	93077.7 sq mtr	0		
Class rooms	35	4	Management	39
Laboratories	9	4	UGC+ Management	13
Seminar Halls	2	1	UGC+ Management	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	2	KSCSTE	11
Value of the equipment purchased during the year (Rs. in Lakhs)				5.48

4.2 Computerization of administration and library

E –Learning Centre is established with the financial assistance under FIST of DST. All the departments are equipped with computer and internet facility. Office is also fully equipped with computers and internet. Library is fully digitalised and provides internet access facility to students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2663	755359	1	80	2664	755439
Reference Books	1061	813382	4	10410	1065	823792
General Books	12833	2617559	8	4450	12841	262209
e-Books						
Journals	70	64339			70	64339
e-Journals						
Digital Database						
CD & Video	361					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	136	4	94	1	1	1	7	Instrumentation room
Added	4	0	16	0	0	0	0	Instrumentation room
Total	140	4	110	1	1	1	7	

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

- Optical Fibre supported internet facility
- 4 more class rooms were made SMART by equipping with LCD projectors
- Internet and Wi-Fi connectivity expanded. 4 new Wi-Fi ports installed

4.6 Amount spent on maintenance in lakhs:

i)	ICT	413995
ii)	Campus Infrastructure and facilities	461324
iii)	Equipments	722554
iv)	Others	5490830
	Total :	7088703

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has the appointment of a nodal officer for scholarships with one faculty member in charge from each department. The information about various scholarships are also provided to students. IQAC ensures that all the services are properly made available to students. IQAC takes serious steps to make the students aware of various student support services like remedial coaching, minority coaching, entry into service coaching, walk with a scholar, student support programme, career information cell etc.

5.2 Efforts made by the institution for tracking the progression

The progresses of the students are assessed after each internal examination and parent meetings are arranged.

Based on the performance in the internal examination, needy students are given remedial coaching. These classes are arranged in the morning and evening. In addition to this special coaching is given and study materials supplied to minority students. The placement cell of the college makes all effort to arrange recruitment drives and ensure the participation of our students in recruitment drives conducted at various places.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
932	151	4	0

	No	%
Men	298	27.4
Women	789	72.6

(b) No. of students outside the state

0

(c) No. of international students

0

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
97	144	0	681	5	922	50	155	0	760	5	1087

Demand ratio: UG 43.36/1 PG: 18.12/1 Dropout % 2

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

Departments of Chemistry, Physics, English and Commerce provide coaching to NET. Classes are arranged on all Saturdays. External experts are also invited for handling classes.

No. of students beneficiaries: 72

5.5 No. of students qualified in these examinations

NET

13

SET/SLET

5

GATE

1

CAT

2

IAS/IPS etc

State PSC

5

UPSC

Others

6

5.6 Details of student counselling and career guidance

The college has a very active career information cell. Students are given timely information about calls for various jobs and notifications for various competitive examinations. Counseling centre function actively in the campus with an objective to bring about a voluntary change in the student. We make use of the service of eminent psychologists. The counseling sessions are conducted as and when there arises a demand for the same. Such sessions help the students to solve the problems in academic as well as personal life. The counseling centre of the college keeps a proper record of the students

5.7 Details of campus placement:

- Students of our institution participated in the career fares organised by various agencies: 50

5.8 Details of gender sensitization programmes

College has a very active Woman Empowerment Cell. College has duly recognized the importance of uplift of women folk of the society. In the light of increasing number of atrocities against women, the Woman Empowerment Cell of the college conducted programmes to instill courage and enhance confidence in women.

- Conducted a stress management class
- Conducted a seminar on Women empowerment

5.9 Students Activities

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

State/ University level	35
National level	2
International level	0

No. of students participated in cultural events

State/ University level	34
National level	1
International level	0

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

State/ University level	11
National level	2
International level	0

Cultural

State/ University level	10
National level	1
International level	0

5.10 Scholarships and Financial Support

	Number of students	Amount*
Financial support from institution	0	
Financial support from government	598	1538987
Financial support from other sources	0	
Number of students who received International/ National recognitions	0	

**Scholarships are online and the amount is transferred to the bank account of student*

5.11 Student organised / initiatives

Fairs	: State/ University level	1	National level	0	International level	0
Exhibition:	State/ University level		National level	0	International level	0

5.12 No. of social initiatives undertaken by the students

5

5.13 Major grievances of students (if any) redressed: Grievance redressal cell if functioning in the college.

There were no such major grievances from the students last year.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Be a leading Centre of Higher Learning nurturing all-round academic excellence along with core human values: a vibrant institution which enlightens the youth just as it enriches and empowers them and remains a resource centre for the larger community.

Mission

- To fulfill meaningfully the higher educational aspirations of the young men and women of the socially and economically backward area by equipping them with the enabling knowledge and skills for achieving upward mobility.
- To make every effort, as a young institution for horizontal and vertical growth with more custom made courses in diverse disciplines at UG and PG levels with state of the art facilities for teaching and learning.
- To strive continuously, to maintain and improve quality standards in all curricular and co-curricular activities creating a benchmark for excellence.
- To offer students a wholesome campus experience where they will learn along with the boundless pleasures of pursuing knowledge, the principles and practices of a harmonious vision of life to emerge as fine human beings and worthy citizen of a dynamic, pluralistic, egalitarian world.

6.2 Does the Institution has a management Information System: Yes

MES Keveeyam College has a new web oriented information management system (Total Campus Solutions). This online software is helpful in managing of all information relating to the college, including the admission process, time table, attendance of students, issue of TC, feedbacks etc. We are planning to elevate this online interface as an information bridge linking the college Administration, Faculty, Students and Parents. Through this system, the college administration and faculty can update/manage the complete data base of students. This data base can be available online for students and parents through the login provided to them.

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

6.3.1 Curriculum Development

It is the role of the affiliated university to design curriculum for different programmes. The faculties of different departments actively participate in the workshops being organised by the University in this regard.

6.3.2 Teaching and Learning

- Teachers are encouraged to use modern ICT facilities for effective communication in the class rooms.
- Faculty development programmes are conducted to enrich the faculties.
- Internal evaluation system is functioning very properly and interaction with the parents is held after internal examinations.
- Remedial coaching is provided to weak students.
- Internet facilities are made available to students.
- New books and journals are added to the library to enrich the knowledge base.
- Students are encouraged to use web resources.

6.3.3 Examination and Evaluation

External examinations are conducted at the end of each semester by the affiliated University. Internal examinations are conducted under the Evaluation cell twice in a semester. Internal scores are published promptly and parent meetings are held periodically.

6.3.4 Research and Development

Research promotion council is functioning in the college. Faculties are encouraged to undertake major and minor research projects. They are also encouraged to participate in International/National conferences or seminars.

Department of Chemistry has been recognised as research centre by University of Calicut. PhD students have joined in the centre. A new research block is set up and is

equipped with modern instruments. Consultancy division has been established using the facilities of research complex.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library monitoring committee is functioning in the college. New books and journals are added to the library to enrich the knowledge base. ICT monitoring cell has contributed creatively for the updation of college web site with novel features.

6.3.6 Human Resource Management

Faculty development programmes are organised under the aegis of IQAC. Short term course on Academic leadership was organised in collaboration with UGC-HRDC or Aligarh Muslim University, Aligarh.

6.3.7 Faculty and Staff recruitment

Recruitment of the Faculty and other staff are done by MES Central Management Committee in tune with all the norms proposed by government. Merits of the candidates are given preference in appointments.

6.3.8 Industry Interaction / Collaboration

Various departments have established collaboration with different industries and other organisations.

6.3.9 Admission of Students

Admissions to various programmes are done strictly following the norms of the University. In 2015-16, University of Calicut has changed the admission process to online mode. Admissions to management quota seats are done considering the merit of the candidates.

6.4 Welfare schemes for

Teaching	Yes.
Non teaching	Yes
Students	Financial assistance to economically backward students

6.5 Total corpus fund generated: Rs. 40484834.75

6.6 Whether annual financial audit has been done ? Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	Yes	<ul style="list-style-type: none"> Deputy Director, Collegiate Education, Accountant General (A&E) Kerala MES Central Colleges Committee 	Yes	IQAC

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

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

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

NA

6.11 Activities and support from the Alumni Association

Alumni contribute significantly towards the development of infrastructure, library, learning resources and other facilities of the college. Alumni provide financial assistance to weaker students. They contribute books to library. They undertake the furnishing of some of the newly constructed rooms.

6.12 Activities and support from the Parent – Teacher Association

Parent Teachers Association is always active in the overall development of the college. Last year also they contributed generously for various activities of the institution. Endowment scholarships were given to students who have special achievement in arts and sports.

1. Student Life Insurance Scheme was funded by PTA
2. Conveyance allowance to physically challenged students
3. For buying new books and to bind the old books in the library
4. Participation of students in the C zone festival
5. PTA award to rank holders
6. PTA endowments to toppers of final semester
7. Financial assistance to purchase sports equipments

6.13 Development programmes for support staff: NA

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

The National Service Scheme has begun a campaign on less plastic campus. Department of Zoology has set up a project called “Nammude Maram”(Tree Plantation Drive).

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.

(a) Gramodaya

Sustainable development of villages with an environmental friendly perspective is the need of the age. The college has taken an initiative towards this end. We have adopted the Mayiladi Village (6th Division of Valanchery Municipality) and implemented a project for eco friendly social development. We plan to execute various schemes in this village with special emphasis on waste management, organic farming and palliative care. The execution of the project was done by the National Service Scheme of the college with the collaboration of Pain and Palliative Care Society, Valanchery.

The various activities organised under the scheme are

- Palliative care in every house
- Organic farming
- Installation of Pipe Composte
- Distribution of cloth bag for shopping to minimize the use of plastic carry bags
- Communicative skill development programme
- LED making workshop and replacement of conventional bulbs with LED in the village
- Soap making workshop

(b) Swaralayam (Symphony of Values)

A social get together was organised at the campus on 20th November 2016. This was to create awareness about social integration, to greet each other with heart warming smile, to hold hands with love, to keep the soil, sky and air and to give up all those we don't deserve. Hundreds of people from all sections of society including singers, poets, painters, traditional farmers, artisans, participated in the programme.

(c) Student Life Insurance

Life insurance coverage was given to all the students of the campus. The programme was organised by the financial support from Parent Teachers Association. The Insurance policy was registered with United India Insurance Co. Ltd.

(d) Consultancy Division

The research facilities of the institution are available for innovative and decisive studies. Research scholars, Post Graduate students doing their projects and people from industry can access the facilities of the research complex on payment of a modest fee. The consultancy division under the Internal Quality Assurance Cell acts as a facilitator between the institution, industry and the larger research community.

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

Plan of Action	Action taken
In order to promote the industry institution interaction, consultancy division is to be set	The consultancy division was set up under the Internal Quality Assurance Cell acts as a facilitator between the institution, industry and the larger research community.
Promotion of Research culture as recommended by NAAC peer team	The number of students enrolled for PhD increased to 4. Almost all the faculty members who haven't Ph D have registered for the same. The number of publications in international and national journals have been increased.
Improving the communication skill of students as recommended by NAAC peer team.	The 'Lingua Competencia' programme started by Department of English continued in the last year also.
Faculty improvement programmes	Short term course on Academic Leadership was conducted in collaboration with CALEM, UGC-HRDC of Aligarh Muslim University.
To strengthen student support schemes	Walk with a scholar, Scholar support programme, Career guidance cell, ASAP etc. are functioning well.

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

****Details are Provided in Annexure III and IV***

7.4 Contribution to environmental awareness / protection

- Environmental awareness campaign has been conducted in the adopted village as part of Gramodaya. Organic farming and pipe composting has been done.

- **Tree plantation**

NSS conducts Tree Plantation Drive (**NAMMUDE MARAM PROJECT**) to celebrate **World Environmental Day**. In connection with world environmental day dozens of saplings are planted in the campus.

- **Vegetable Garden And Pipe Compost constructed and maintained by students of Department of Chemistry**

- **Conservation Of Traditional Medicinal Plants**

Susrutham – Herbal garden is maintained by the department of Zoology to make the new generation sentient of our year old practice of application of traditional medicinal plants.

Biogas plant is installed and it processes the waste generated in the canteen.

- **Solar Panels:** In an attempt to promote renewable energy resources, we have installed a pilot solar power plant. The solar energy is used for the working of the computers in the ICT lab.
- **Less plastic campus**

7.5 Whether environmental audit was conducted? No

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

8. Plans of institution for next year

1. To enlarge student support activities and improve the functioning of existing programmes.
2. To take measures to increase the achievements of students in sports and cultural activities in university/state/national level.
3. The functioning of consultancy division shall be enhanced for the benefit of larger academic community outside the campus.
4. Effective utilization of E-learning centre
5. Promotion of active research in Department of Chemistry which is now equipped with instruments procured using DST-FIST scheme.
6. Provide interaction with faculties of foreign universities by using virtual class room facility
7. Faculty members may be encouraged to register for PhD programme.
8. Encourage the publications of faculty members and students in reputed journals
9. In tune with institution's social responsibility undertake more outreach programmes
10. Elevate existing PG departments as Research Centres and start New PG programmes
11. To organize faculty development programmes.

Name and signature of Coordinator of IQAC: Dr. C. Rajesh

Name and signature of the Chair person of IQAC: Dr. Abdul Hameed Chelekkodan

Annexure I**Academic Calendar**

Month	Activity Planned
May	Short term course on Academic leadership by UGC-HRDC, AMU
June	College re-opening after summer vacation
	Model Examination for II sem UG
July	Model examination for IV semester PG students
	Academic auditing by IQAC
	UG admission
August	Model project viva for IV semester PG students
	PG admission
	Orientation to UG students
	IQAC interaction with coordinators of various student support activities
	Model practical examination for II semester PG students
September	First internal examination for I,III, and V semester UG
	Class PTA meetings for I,III, and V semester UG
October	Second Internal Examination for I, III and V semester UG students
	IQAC interaction with various stakeholders
November	First internal examination for I and III semester PG students
	Class PTA meeting of I,III and V semester UG

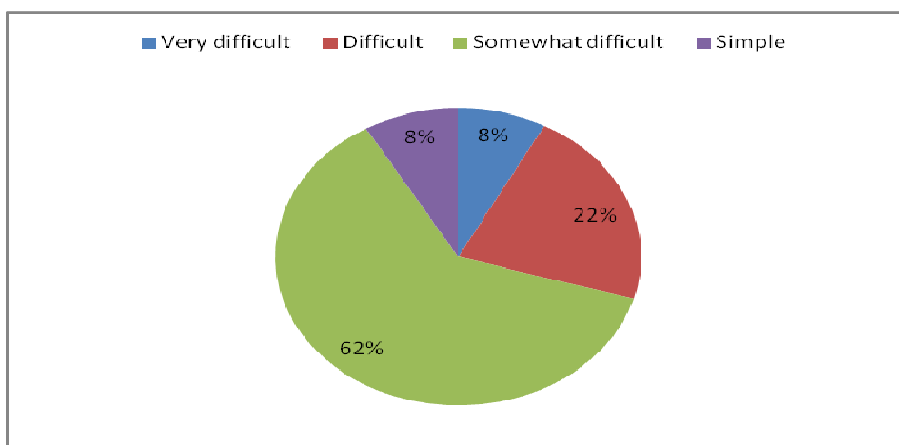
December	Second Internal examination of I and III semester PG
January	First internal examination for II, IV and VI semester UG students
	IQAC second leg of academic auditing
	Study tour / industrial visit for V semester UG students
	Class PTA meetings of II, IV and VI semester UG students
February	Inauguration of Academic chairs and National seminar
	Completion of Project of VI semester degree students
	First internal Examination for II and IV semester PG students
	Second internal examination for II, IV and VI semester UG students
March	Class PTA meetings of II and IV semester PG students
	Second internal examination for II and IV semester PG students
	Class PTA meetings of II, IV and VI semester UG students
	Model practical examination for VI semester UG students
	Model project viva for VI semester Degree students

Annexure II

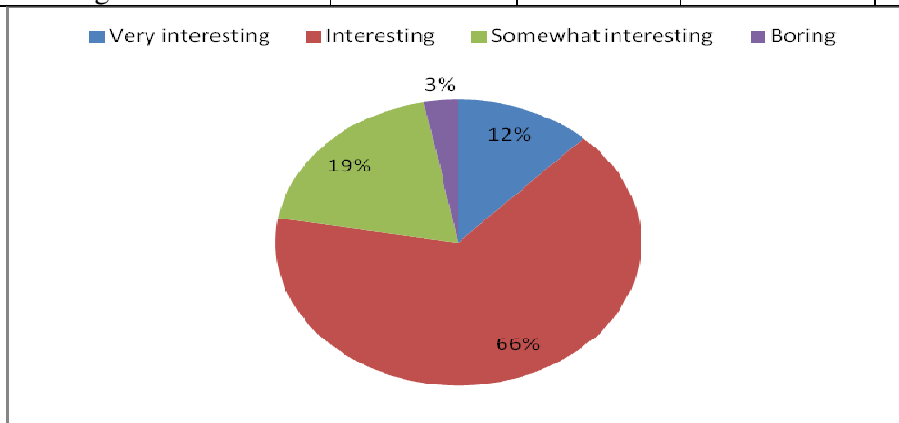
Feedback Analysis

Our institution maintains a powerful feedback mechanism. Feedbacks of the performance of the teachers and that of the programme and campus facilities are usually carried out at the end of the year. The responses in the feedbacks are analysed by the IQAC and suggestions are made for further improvement. Feed back on the performances of teachers will be intimated to them if it is not satisfactory. The analysis of feedback on campus and programme is given below where the responses are presented in percentage.

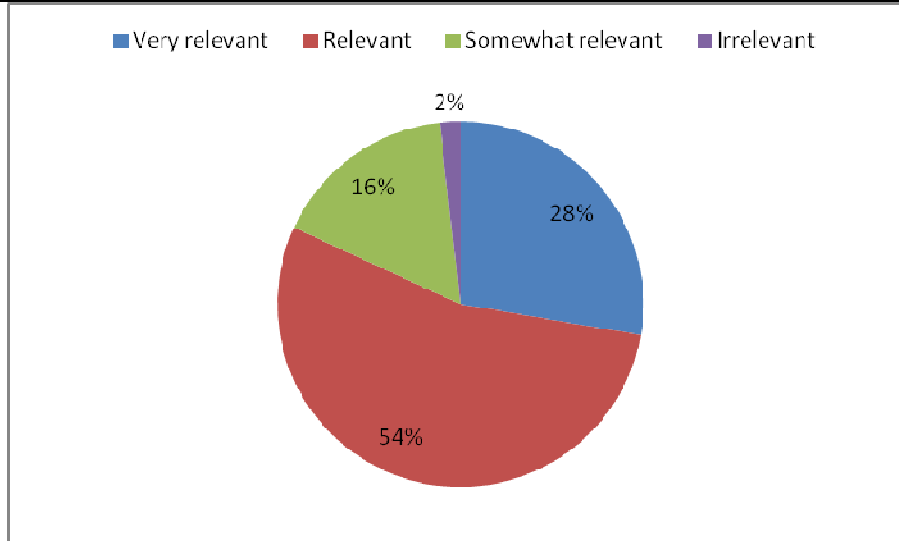
		Very difficult	Difficult	Somewhat difficult	Simple
1	Is the course difficult to study?	7.8	21.7	62.0	8.4



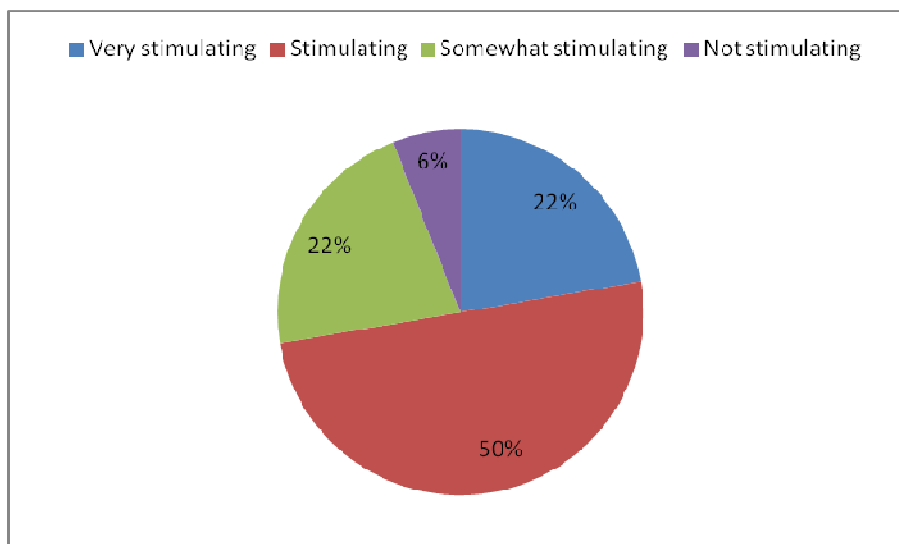
		Very interesting	Interesting	Somewhat interesting	Boring
2	Is the subject matter interesting?	12.0	65.7	19.3	3.0



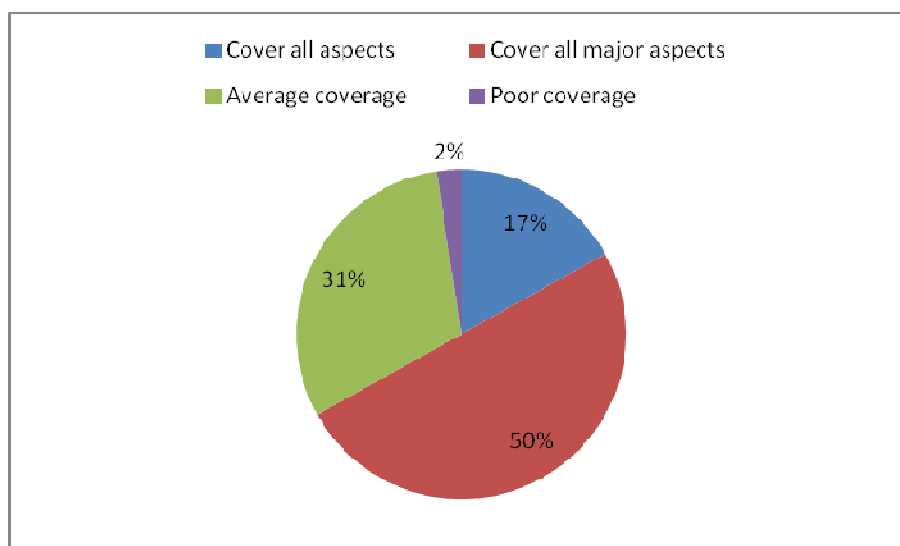
		Very relevant	Relevant	Somewhat relevant	Irrelevant
3	Is the course relevant to the programme offered?	27.7	54.2	16.3	1.8



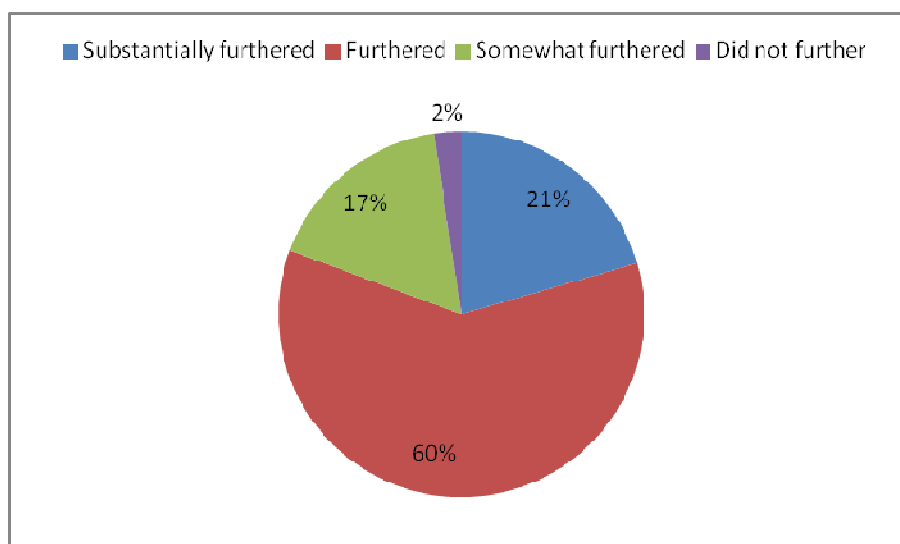
		Very stimulating	Stimulating	Somewhat stimulating	Not stimulating
4	Is the course stimulating to search for further knowledge?	22.3	50.0	21.7	6.0



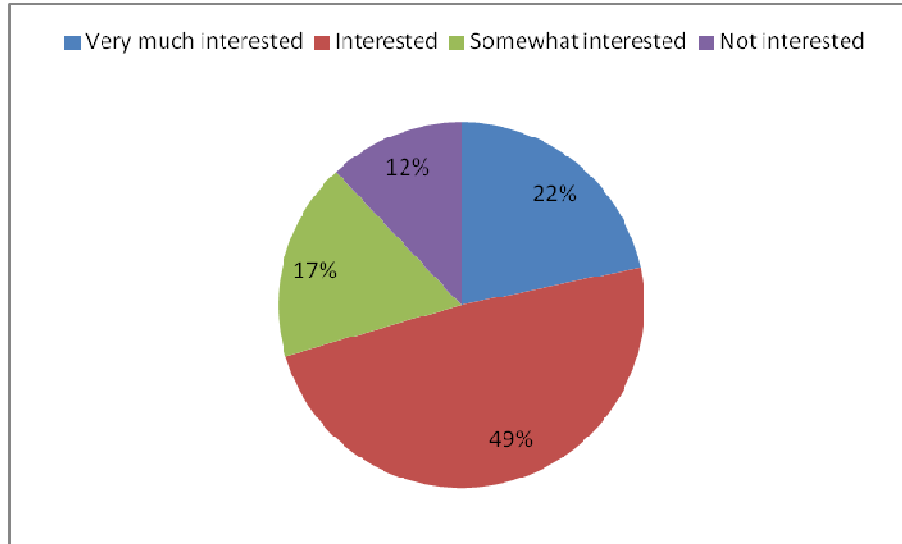
5	Does the course cover all the aspects to be studied in the area?	Cover all aspects	Cover all major aspects	Average coverage	Poor coverage
		16.9	50.0	30.7	2.4



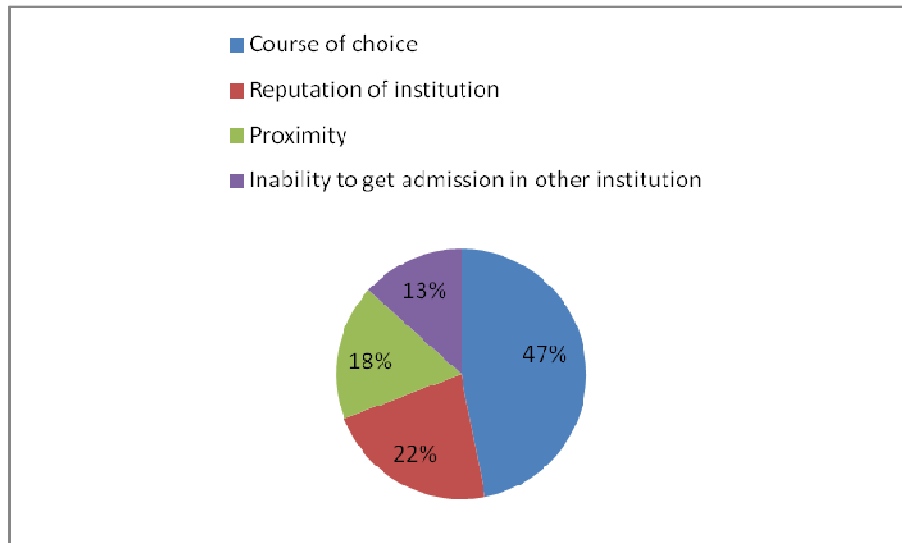
6	Does the course further your knowledge	Substantially furthered	Furthered	Somewhat furthered	Did not further
		20.5	60.2	16.9	2.4



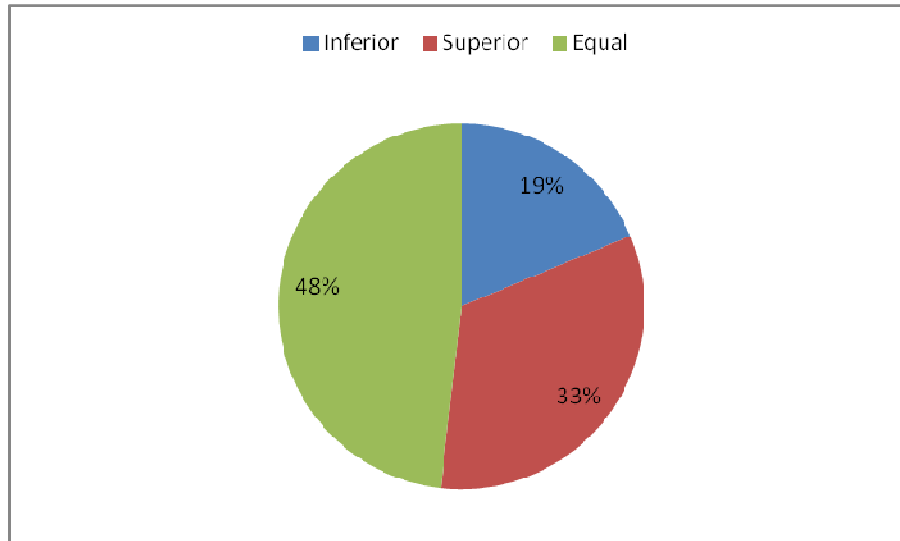
7	Will you be interested in undertaking further studies in the area	Very much interested	Interested	Somewhat interested	Not interested
		21.7	48.8	17.5	12.0



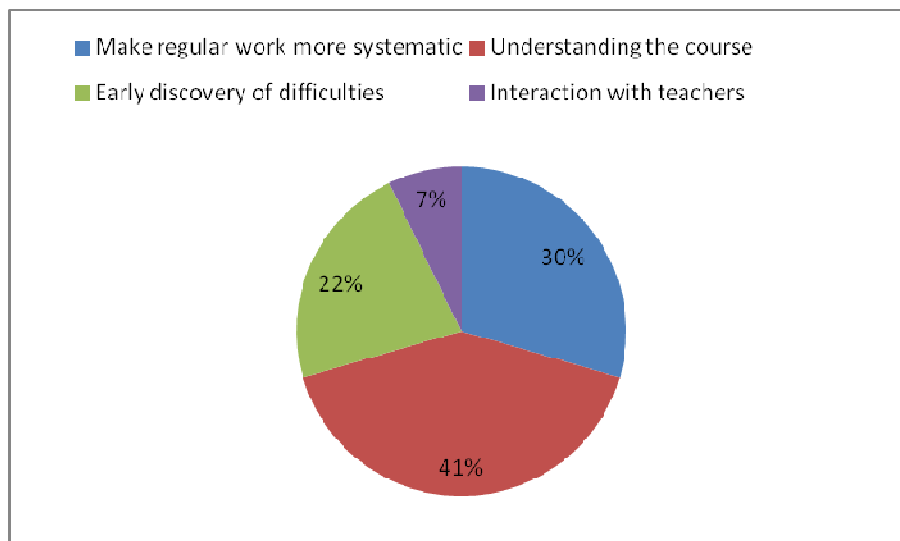
8	What made you to select the institution for your higher studies?	Course of choice	Reputation of institution	Proximity	Inability to get admission in other institution
		47.0	22.3	17.5	13.3



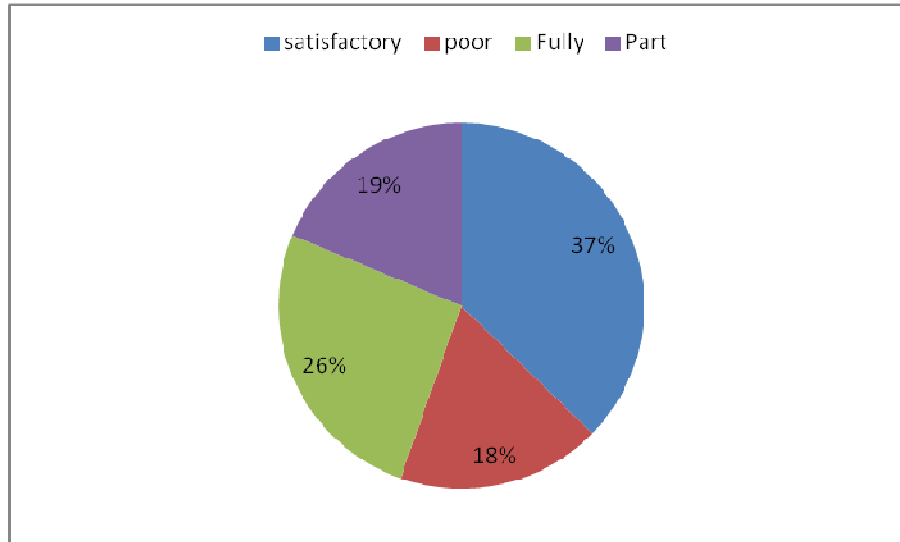
9	When you meet student who have taken a similar programme at other institution how do you feel?	Inferior	Superior	Equal
		18.7	33.1	48.2



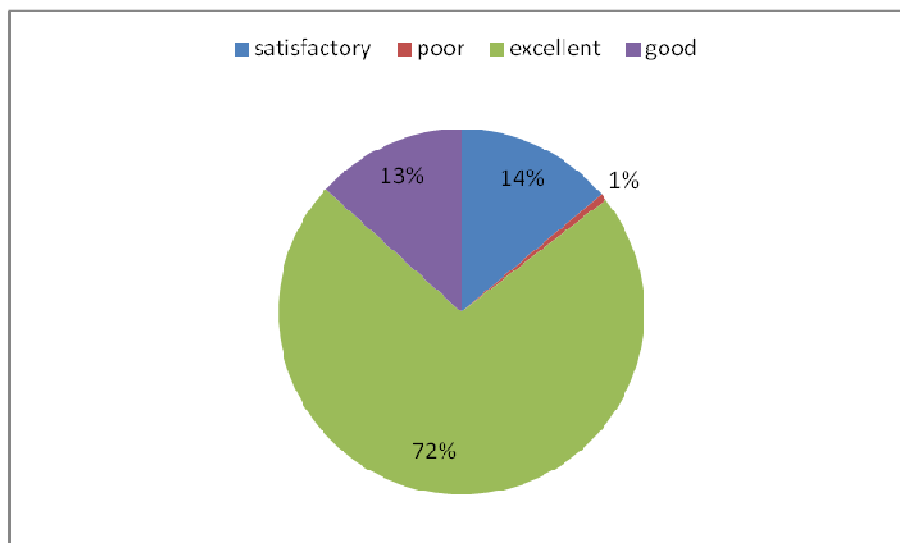
10	The internal assessment system helped you to	Make regular work more systematic	Understanding the course	Early discovery of difficulties	Interaction with teachers
		29.5	41.0	22.3	7.2



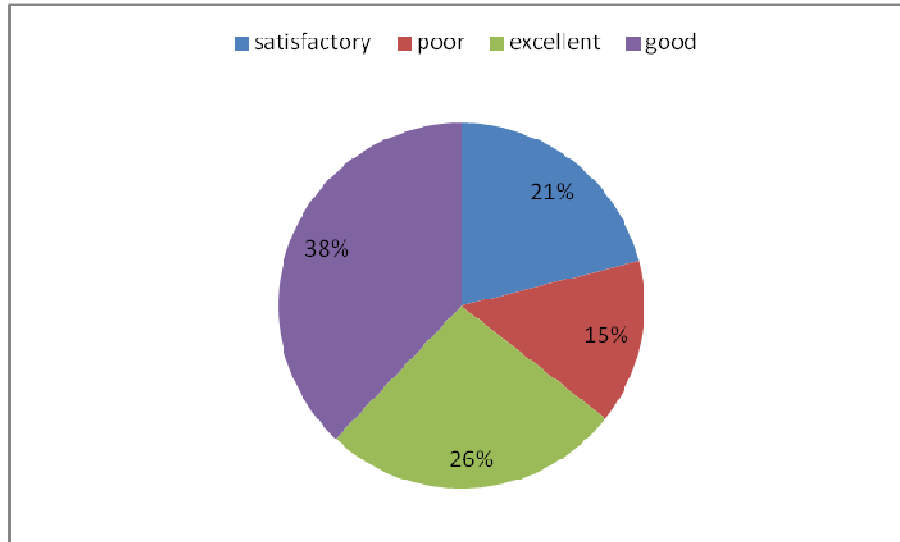
11	Were the laboratories adequately equipped and properly maintained?	satisfactory	poor	Fully	Part
		37.3	18.1	25.9	18.7



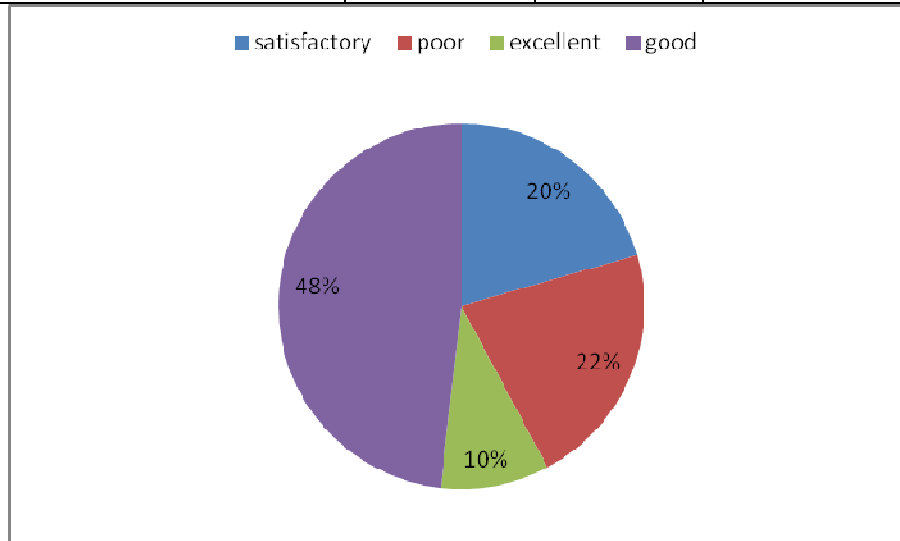
12	How do you rate the college library?	satisfactory	poor	excellent	good
		13.9	0.6	72.3	13.3



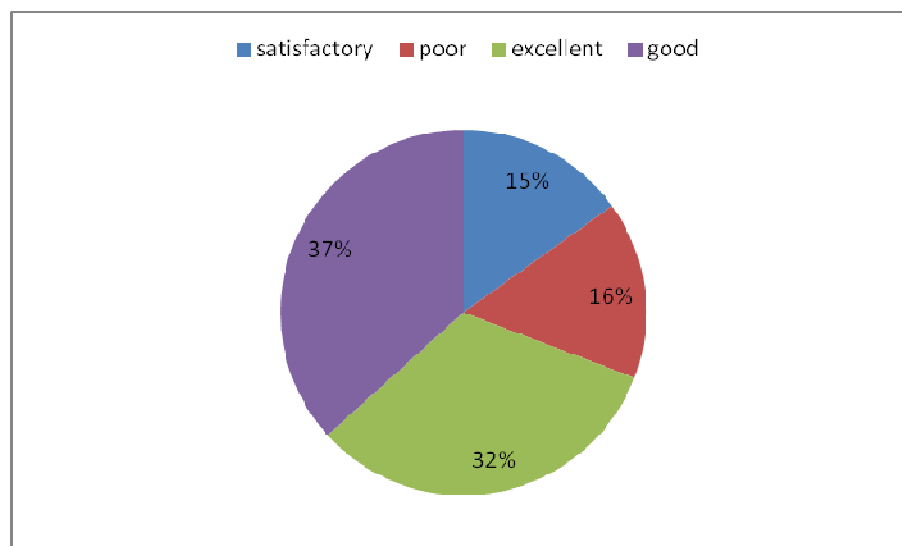
13	How do you rate the sanitation facilities provided in the campus?	satisfactory	poor	excellent	good
		21.1	14.5	26.5	38.0



14	How do you find the institution's administrative office?	satisfactory	poor	excellent	good
		20.5	21.7	9.6	48.2



	How do you rate the student-teacher relationship in the institution?	satisfactory	poor	excellent	good
15		15.1	15.7	32.5	36.7



Annexure III

Best Practice-1

1. Title of the Practice

Solace to the Destitute (Philanthropic activities)

2.Goal

The aim of education is not only to achieve academic excellence but also to fulfil one's responsibility towards society. In today's self-centred and materialistic world, it is very difficult to cultivate the culture of compassion and consideration to others, especially to the destitute. The college considers it as its moral responsibility to provide some solace to the less privileged sections of the society.

3. The Context

The socio-economic scenario in this part of the state has turned scores of senior citizens and mentally retarded people destitute and many young children are turned orphans. The neglect and loneliness meted out to them creates psychological problems in them. A sense of belonging is to be inculcated and an empathetic approach is needed for them. Such destitutes have taken abode in the Old-age Home, 'Pratheeksha Bhavan' (home of hope) and Juvenile Homes run by the state government. One such centre functions at Tavanur, located 12 kms away from the college, in which there are altogether 200 inmates.

Realizing the problems of the destitute, the college has taken up an initiative for their care, protection and well-being.

4. The Practice

Students of our college have taken the service to the aged and the neglected in as their responsibility. They have taken initiative to mitigate the problems of the aged, the mentally retarded and the orphans to some extent by providing timely care and solace to them in their neglected and miserable life. Students make frequent visit to these centres and spend a lot of time with the inmates, distribute sweets and involve them in games, sing songs and stage cultural activities which are very much enjoyed by the inmates. Each student donates minimum one rupee per day making it a considerable amount towards the end of the month. This amount along with the monthly contribution of the staff is used for serving a

grand feast each month for the inmates. They also collect dress materials from their houses and supply them to the inmates of old age home and Pratheeksha Bhavan. On special occasions the college sponsors a day's food for the inmates. In order to motivate and entertain the inmates of the Juvenile Home, our students conduct various competitions like painting, essay writing and cultural programme for them. In addition to this our students have also donated items like fan, sports kit, etc. Students belonging to Compulsory Social Service(CSS), National Service Scheme (NSS), National Cadets Corps (NCC) and Citizen Science Forum are at the forefront of this philanthropic initiative.

5.Evidence of Success

The endeavor of the students and the staff to understand the problems of the aged and the mentally retarded and their initiative to provide some relief to such destitute has been acclaimed by the society and as a result several other institutions have come forward with a helping hand to the destitutes at Tavanur.

6.Problems Encountered and Resources Required

The inmates of the old age home and Pratheeksha Bhavan really cherish the intimacy showered on them occasionally by the students of the college and they earnestly desire to have such visits frequently. But the distance of 12 Kms between the destitute centre and the college and also the heavy syllabi of the students make it difficult for the students to make such frequent visits as desired by the inmates. We have started to initiate the alumni to get involved in this philanthropic activity and thereby fulfilling the inmates longing for support and sympathy.

Contact Details

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Accredited Status: A grade

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Website: www.meskvcollege.org

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Annexure IV

Best Practice-2

1. Title of the Practice

ICT Friendly Campus.

2. Goal

The main purpose behind this practice is to make the best possible use of Information and Communication Technology for improving teaching- learning, administrative purposes and to enhance library services.

3. The Context

New vistas are opening up in the wake of the ICT revolution. Our students should not be left in the dark in a fast changing world where information highway is getting updated every moment. Since the college is located in a rural backward area and most of the students are first-generation learners, the college has taken early initiative in introducing ICT in a big way. Uses of ICT facilities are also helpful to teachers in improving their teaching methods. It helps the administrative staff in managing the office work smoothly. The library services have become more systematized by the aid of ICT enabled facilities.

4. The Practice

- The college takes care to provide latest version of computers to all the departments. These are integrated into a local area network along with those in the Principal's office, library, administrative office etc.
- Broadband internet connectivity has been made available to all the terminals.
- A UGC-aided Network Resource Centre has all the required facilities like computers with internet connectivity, printer, fax, etc.
- Wi-Fi connectivity is provided in the campus.
- CCTV cameras are installed at strategic points to ensure better monitoring and surveillance of the campus and also to foster discipline.
- The PG Class rooms are made "SMART" by equipping with LCD projectors, interactive boards and internet connectivity.

- Students admitted to first semester were given orientation on the use of ICT enabled facilities of the institution. They are encouraged to present seminars in Power Point mode.
- College website has been updated with unique features like ‘Students Corner’ where the students can download study materials; previous question papers and interacts with the teachers through user login.
- “e-master”, the centralised public address system, has been installed in the college. Public address systems are installed in all classes and networked. Ringing of bell at scheduled times is fully automated. Any announcements can be made to the whole college or particular classes from a central console. A day in the college opens with a prayer in the morning and ends with national anthem, aired over the E-master system.
- Office automation has considerably increased the efficiency of the administrative activities and has made the procedures more transparent.
- The library is fully computerized, supported by user friendly software packages. The Central Access System helps the borrowers to trace the books easily.
- The college has also many of the latest gadgets like digital camera, OHP and LCD projector.
- A new project entitled ‘Student Techie’ has been launched to give training to students on computer software, hardware and networking so as to enable them to serve the institution in maintaining the ICT facilities. This will give them experience in this field which help them to secure placement in computer hardware and networking.

5. Evidence of Success

The optimum use of ICT facilities in the campus has drawn wide acclaim and it has resulted in better academic performance and discipline. Our college has become the forerunner of making optimum use of ICT facilities.

6. Problems Encountered and Resources Required

It has been very challenging to get the required financial assistance for the maintenance of these facilities. Lack of technical staff is another problem. When any of the ICT facilities are

in trouble we have to hire the service of technicians from outside and it takes a lot of time and money to get it repaired. A part of the expense for ICT maintenance is being met from the General Development Assistance of UGC and the rest is met by the management.

Contact Details

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