

M E S KEVEEYAM COLLEGE

Affiliated to University of Calicut

Accredited by NAAC with A Grade



THE ANNUAL QUALITY ASSURANCE REPORT

AQAR OF THE IQAC 2014-15

M E S KEVEEYAM COLLEGE
VALANCHERY, MALAPPURAM (Dist.)

KERALA – Pin-676552

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www.meskvmcollege.org

PREFACE

The expansion of knowledge sources through the use of information and communication technology facilities has changed the way of learning tremendously. Innovative developments in these fields are so rapid that one has to adapt himself so as to be in pace with these latest advancements. Therefore institute of higher education has a responsibility to mould the students and tune them with the current trends so as to acquire knowledge from every possible source.

Since its inception in 1981, M.E.S. Keveeyam College Valanchery, satisfactorily perform its duty of providing quality education to the socially and educational backward people of Malappuram and nearby districts of Kerala State. IQAC (Internal Quality Assurance Cell) of this college is playing a key role in ensuring the standards of education provided in this institution. All the members of various faculties, non teaching staff, management representatives, PTA members and all those associated with college are actively involved for the overall development of the institution.

I hereby acknowledge Dr. C. Rajesh, 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.

Lt (Dr.) P Mohamedali

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 (for example 2010-11)**

2014-15

1.8 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*)

NA

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
Financial Status	Rural

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	NO
UGC-Innovative PG programmes	NO	Any other (Specify)	NO
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1	No. of Teachers	7												
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	17												
2.10	No. of IQAC meetings held	12												
2.11	No. of meetings with various stakeholders:													
	<table border="1"> <thead> <tr> <th>Stakeholders</th> <th>No. of Meetings</th> </tr> </thead> <tbody> <tr> <td>Faculty</td> <td>4</td> </tr> <tr> <td>Management</td> <td>3</td> </tr> <tr> <td>Non Teaching staff</td> <td>2</td> </tr> <tr> <td>Students</td> <td>2</td> </tr> <tr> <td>Alumni</td> <td>1</td> </tr> </tbody> </table>		Stakeholders	No. of Meetings	Faculty	4	Management	3	Non Teaching staff	2	Students	2	Alumni	1
Stakeholders	No. of Meetings													
Faculty	4													
Management	3													
Non Teaching staff	2													
Students	2													
Alumni	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" data-bbox="422 414 1281 763"> <tr> <td>Total No.</td> <td>3</td> </tr> <tr> <td>International</td> <td>0</td> </tr> <tr> <td>National</td> <td>0</td> </tr> <tr> <td>State Level</td> <td>0</td> </tr> <tr> <td>Institution Level</td> <td>3</td> </tr> </table>	Total No.	3	International	0	National	0	State Level	0	Institution Level	3
Total No.	3										
International	0										
National	0										
State Level	0										
Institution Level	3										
	<p>(ii) Themes</p> <p>(1) Performance Appraisal and API score</p> <p>(2) Revised curriculum and grade pattern of Calicut University</p> <p>(3) Designing of question papers and examination blue print</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 encouraged the teachers to undertake minor and major research projects. The internal examination system was strengthened. College website modified with unique features. Many student centred activities were organised under the guidance of IQAC. Quality improvement programmes for faculties and administrative staff were organised. New programmes were introduced as per the recommendations of IQAC</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>										
	Plan of Action										
IQAC encouraged the participation of students in paper presentations in National and	Achievements About 20 paper presentations were made by students in National and										

Regional Seminars	Regional Seminars
IQAC proposed improvement in sports infrastructure	New basket ball court was constructed
IQAC encouraged the participation of faculties in National and Regional Seminars	The participation of teachers in seminar has been increased tremendously
IQAC encouraged taking up of minor research projects by teachers	No. of Minor research projects received and applied has been increased
IQAC promoted the use of ICT enabled facilities in the institution	The use of ICT has been improved. Even the Students are doing PowerPoint presentations for their seminars.

** 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	0	1	0	0
PG	3	1	1	0
UG	6	1	1	0
Certificate (Add On)	2	0	0	0
Total	11	3	2	0

New Programmes added during 2014-15

1. PhD Programme in Chemistry
2. MSc Physics
3. B Com (Computer Application)

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Choice Based Credit Cum Semester

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
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.

CCSS revised by University of Calicut based on the recommendations of Hridayakumari Commission. Seven point grading system introduced for the first semester UG students.

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

Research Centre (Chemistry)

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Other
29	17	12	0	0

2.2 No. of permanent faculty with Ph.D.

10

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
4	0	0	0	0	0	0	0	0	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	0
Visiting Faculty	1
Temporary faculty	17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	36	6
Presented	1	3	0
Resource Persons	0	0	2

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

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

1. A M P Hamza of Department of Physics attended meeting of Faculty of Science, Calicut University on June 27, 2014.
2. K H Abdul Razzk, C K Hassan, K M Rukkiya and M P Unnikrishnan are members of board of studies.

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Zoology	31	3	39	16	0	58
B.A. English	32	3	47	25	3	78

B. Com.	51	0	37	43	12	92
B. Sc. Polymer Chemistry	30	0	60	23	0	83
B. Sc. Physics	28	4	36	21	4	65
M. Sc. Polymer Chemistry	12	16	64	16	0	100

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

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	
HRD programmes	0
Orientation programmes	3
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
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	12	0	0	0
Technical Staff	4	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

<ul style="list-style-type: none"> • IQAC encouraged the undertaking of minor and major research projects by faculties • Post Graduate students have been given support to undertake their projects in eminent research institutions • IQAC encouraged the participation of teachers in National and International seminars
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	1
Outlay in Rs. Lakhs				25,69,600

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	3	0	5
Outlay in Rs. Lakhs	122500	225000		1993000

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	6		
e-Journals			
Conference proceedings	2	1	1

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	NIL			
Minor Projects	2014-16	UGC	310000	225000
Interdisciplinary Projects	NIL			
Industry sponsored	NIL			
Projects sponsored by the University/ College	NIL			
Students research projects <i>(other than compulsory by the University)</i>	NIL			
Any other(Specify) FIST (DST)	2015-2020	DST	8000000	
Total			83,10,000	225000

3.7 No. of books published

With ISBN No.	2
Chapters in Edited Books	0
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

3.10 Revenue generated through consultancy : 0

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	3	4	0	10
Sponsoring agencies	Kerala State Higher Education Council	UGC	College Management		College Management

3.12 No. of faculty served as experts, chairpersons or resource persons : 2

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	<input type="text" value="225000"/>	From Management of University/College	<input type="text" value="0"/>
Total	<input type="text" value="225000"/>		

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 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	8
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	4	NSS	6
Any other	0		

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

- Activities of Antinarcotic Club** of the College were inaugurated by Mrs.Khadeeja Narghese. An awareness class on the menace of drug abuse was conducted by the Govt excise department.
- Ceramic Ornament making work shop**
Department of Chemistry organized ceramic ornament making workshop for students and Kudumbasree members in collaboration with IRTC-Mundoor.

3. Soap making workshop

A workshop was organized by Women Empowerment Cell on soap making, balm & cream preparation on 16-9-2014. Demonstration on preparation of organic soaps, house hold balms and creams was organized for the benefit of girls.

4. Conservation Of Western Ghats Campaign

Bhoomithra club organized a discussion on the conservation of Western Ghats. Sri. Sji Jacob and Sri. Ajith, members of Kerala Shasthra Sahithya Parishath took part in the gathering. The students' volunteered to participate in the 'padayathra' – a procession to create awareness on the importance of Western Ghats.

5. Awareness Campaign On Monsoon Diseases

Pamphlets were prepared about the precautions on monsoon diseases and were distributed in the nearby houses.

6. Ayurvedic Medical Camp

An awareness class and Medical camp for the staff, students and the parents of the students were conducted by the Department of Physics on August 14, 2014 in association with Kottakkal Arya Vaidyasala. The award-winning Dr. K Muraleedharan, Addl.Chief Physician and Superintendent of Kottakkal Arya Vaidya Sala, was the chief guest. Health Awareness class by Dr. Sunitha, discussion session in which four doctors answered the doubts raised by the audience and medical check up for the 102 registered participants were the features of the event.

7. LED making workshop

An awareness class cum workshop was conducted on LED making by Citizen Science Forum.

8. Palliative In Campus By NSS

NSS volunteers organized one day collection for the welfare of Cancer patients. NSS Volunteers & other students collected `25,000. Principal Dr.P.Muhammadali handed over the cash to Mr.Saidalikutty (Vice Chairman, Valanchery Palliative clinic).

9. Hiroshima day observation**10. Free Medical Camp conducted by NSS****11. Quami Ekta Week 2014****12. Blood donation Camp (NSS & NCC)**

**13. COMPUTER LITERACY PROGRAMME FOR KUDUMBASHREE
(Organised by Department of Computer Application)**

14. Voter's ID Registration (Organised by Department of Computer Application)

15. Socio-Economic and health survey (Department of Chemistry)

**16. International Day Against Drug Abuse And Illicit Trafficking (Video
Presentation On The Topic "Youth And Tobacco Use")**

17. Culturing And Distribution Of Larvicidal Fishes

As part of the vector control programme, larvicidal Guppy fishes were cultured in the fish tanks. The students of Department of Zoology distributed the fishes in the nearby houses.

18. Awareness Campaign On Monsoon Diseases

Pamphlets were prepared by Department of Zoology about the precautions on monsoon diseases and were distributed in the nearby houses.

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	26	0	Management	26
Laboratories	6	0		6
Seminar Halls	2	1	UGC+ Management	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	1	0	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)				24.95

4.2 Computerization of administration and library

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	2,416	645027	192	89425	2,608	734452
Reference Books	981	649089	29	37303	1,010	686392

General Books	11,514	2087832	420	109640	11,934	2197472
e-Books	5000					
Journals	66	51,522	7	17,862	66	51,522
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	99	2	60	1	1	1	6	
Added	27	1	15	0	0	0	0	
Total	126	3	75					

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

- New Server (IBM) has been installed (Quad Core, 3.1GHz, 2x500GB) has been installed.
- Optical Fibre Cable installation in progress.
- 9 class rooms are made SMART by equipping with LCD projectors
- Internet and Wi-Fi connectivity expanded. 5 new Wi-Fi ports installed

4.6 Amount spent on maintenance in lakhs:

i)	ICT	116150
ii)	Campus Infrastructure and facilities	1192949
iii)	Equipments	136600
iv)	Others	0
	Total :	1445699

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

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. It also ensures that these services are properly made available to students.

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. Coaching for various examinations like NET/JRF is given.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
746	98	0	0

(b) No. of students outside the state

(c) No. of international students

	No	%
Men	194	26
Women	552	74

Last Year						This Year					
Gen eral	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
113	116	0	400	2	631	83	134	0	50	4	746

Demand ratio: UG 34.3/1 PG: 8.1/1 Dropout % 2

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

Department of Chemistry and Commerce provides coaching to NET. Classes are arranged on all Saturdays. External experts are also invited for handling classes.

No. of students beneficiaries: 64

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Counseling and career Guidance 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 who underwent individual counseling sessions.

No. of students benefitted

5.7 Details of campus placement:

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

- Ms. Devi (Dept. Of English) got placement in Infosys at a recruitment drive conducted in the University of Calicut.

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.

5.9 Students Activities

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

State/ University level	10
National level	1
International level	1

No. of students participated in cultural events

State/ University level	75
National level	0
International level	0

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

State/ University level	6
National level	0
International level	0

Cultural

State/ University level	48
National level	0
International level	0

5.10 Scholarships and Financial Support

	Number of students	Amount*
Financial support from institution	15	
Financial support from government	446	
Financial support from other sources		
Number of students who received International/ National recognitions		

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

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: 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. Assignments are given to test the academic levels of students. 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.

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.

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

Training programmes for teaching and non teaching staff are organised.

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. Admissions to management quota seats are done considering the merit of the candidates.

6.4 Welfare schemes for

Teaching	No
Non teaching	No
Students	Financial assistance to economically backward students

6.5 Total corpus fund generated: Rs.6124325

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	No		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.

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. PTA spends a significant amount in the setting up of SMART PG class rooms. They met the expenses for the participation of our students in zone level arts festival. PTA contributed to purchase laboratory equipments. Fund was released for various student welfare schemes.

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 herbal garden last year.

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) EKSELIKSI

The second year students of the department of Zoology have prepared a giant science wall magazine in a cloth which is 300m long. It was named ekseliksi which is a Greek term meaning evolution. The canvas depicts the evolution of the universe and earth along with the living forms. It was exhibited in the college ground. As it is the longest known science wall magazine we expect an entry into the prestigious Limca Book of World Records and the procedures are already on the way.

(b) “**SCAFFOLDER**”....a helping hand...

This is a Promoting-cum-Counselling Cell for the physically challenged, financially poor and married girl students of the college, initiated by the Department of Commerce. The centre offers its support to the physically challenged students admitted in various classes of the college. The members of the centre consist of Principal, teachers, and students of this college. It is a co-operative endeavor in which students help each other when they are in need of it. Girls constitute more than 70% of the total strength of the college. Because of the socio-cultural background of the locality, more than 30% of the girl students are married. They have to face a lot of problems and they struggle hard to continue their education along with their family responsibilities. This leads to the drop-out of many students who are bright in their studies. In this background, Department of Commerce found it to be a necessity to initiate a Programme for promoting such students.

This programme, “Scaffolder”, gives counselling to the students who face problems, and conduct several promotional activities for encouraging such students.

(c) Home for Homeless

One of the major work done by NSS unit is the construction of HOME FOR THE HOMELESS – a beautiful house was constructed for a poor student of our college.

(d) FAMILY MEET OF MENTALLY RETARDED PEOPLE

NSS organised a family meet of mentally retarded people in October, The programme was conducted in association with the Pain and Palliative society of Valanchery.

(e) RESURGENT

Training programme on communication skill, Personality and Career development organised by Equal Opportunity Cell

(f) Campaign against narcotics (YUVA RAKSHA SAMUHA RAKSHA)

A special campaign against the use of tobacco, alcohol and drugs was initiated by the Dept. of Chemistry in association with the Excise Department, Govt. of Kerala to sensitize the students of the neighboring schools. Musical drama carrying the message against drugs was played in the campus of 15 neighboring schools. This year students of department of chemistry organised a one day anti drug campaign at schools. They visited about fifty schools of the nearby area, took awareness class and distributed pamphlets showing the messages against drug abuse.

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
To get the institution ready for NAAC Peer team visit	IQAC was strengthened. All the activities of the college was organised under the monitoring of IQAC. Departments were visited periodically and the files and documents were verified. The institution was reaccruited by NAAC with A Grade (3.28 Points)
Improvement in infrastructural facilities to accommodate the students of new programmes	The construction of new PG block for commerce has been completed. The commerce students shifted to the new block.
Improvement in ICT enabled facilities	All the PG class rooms were made "SMART" by providing LCD projectors, interactive smart board and internet access to students. One smart class room each was provided to UG departments. Wi-Fi connectivity expanded. CCTV expansion was done.

Faculty improvement programmes	Faculty improvement programmes conducted
To strengthen student support schemes	Walk with the Scholar and Student Support Programme introduced
Affiliating Department of Chemistry as a Research Centre	Chemistry Department affiliated as research centre by the University of Calicut

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

- **NAMMUDE MARAM PROJECT (Tree Plantation Drive)**

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. More than 150 traditional plants are conserved in our garden. *A CD ROM* Containing information regarding more than 150 medicinal plants were prepared by the department of zoology. This CD was distributed among various schools and colleges. The garden is open to the students of other schools and colleges. It is one of our attempts to strike a chord to the new generation about our customs and to acquaint them with such plants.

- **Biogas plant:** New biogas plant was installed in the canteen. The plant was designed by IRTC Palakkad (A NGO supported by DST)

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.

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 Develop Department of Chemistry as a premier research institute by equipping with modern instruments using FIST Fund
2. Provide interaction with faculties of foreign universities by using virtual class room facility
3. Encourage the publications of students in reputed journals
4. In tune with institution's social responsibility undertake more outreach programmes
5. Elevate existing PG departments as Research Centres and start New PG programmes
6. To enlarge various student support activities

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

Name and signature of the Chair person of IQAC: Lt (Dr.) P Mohamedali

Annexure I**Academic Calendar**

Month	Activity Planned
June	College re-opening after summer vacation
	Second internal examination for II and IV semester PG students
July	Model practical examination for IV semester PG students
	National Seminar of Department of Zoology
	UG admission
August	Model project viva for IV semester PG students
	PG admission
	First internal examination for I, III and V semester UG students
	National seminar by department of Commerce
	Model practical examination for II semester PG students
September	First internal examination for I and III semester PG students
	National Seminar by Department of Chemistry
October	Second Internal Examination for I, III and V semester UG students
November	Second internal examination for I and III semester PG students
December	State/Regional seminars by Departments of Physics and English
January	First internal examination for II, IV and VI semester UG students
	Study tour / industrial visit for V semester UG students

February	State level seminar by Department of Languages
	Completion of Project of VI semester degree students
	First internal Examination for II and IV semester PG students
March	Academic Auditing by IQAC
	Second internal examination for I, III and V semester UG
	Model practical examination for 2 nd and 3 rd year degree students
	Model project viva for IV semester Degree students

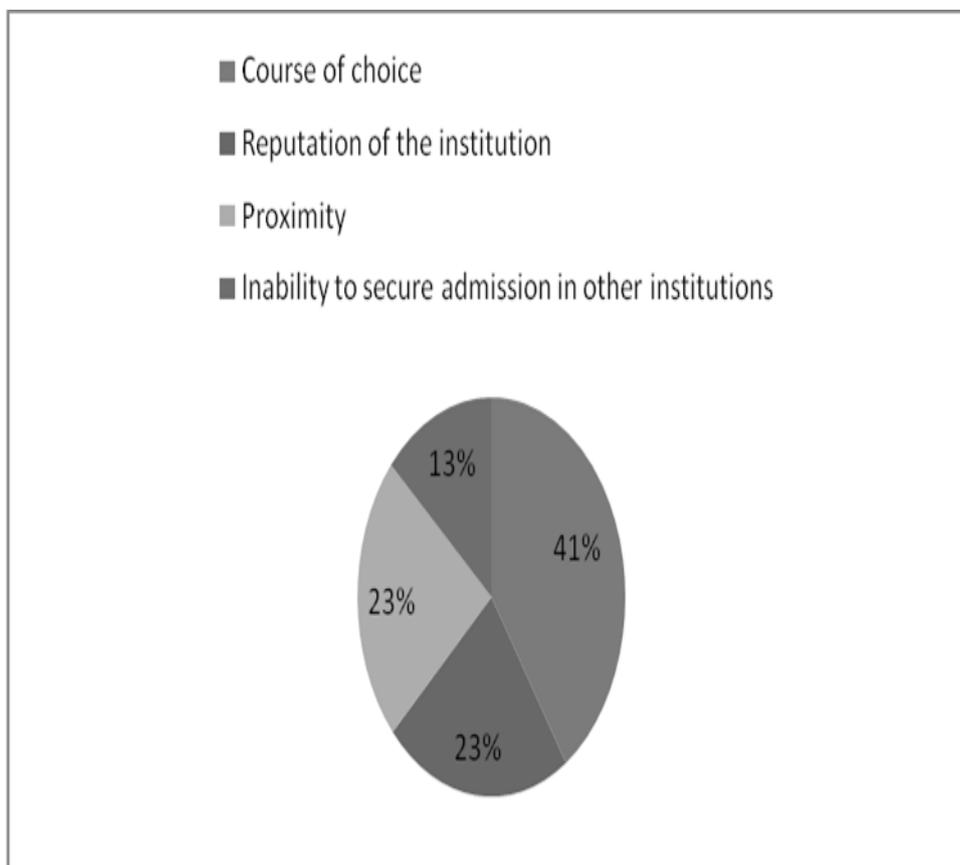
Annexure II

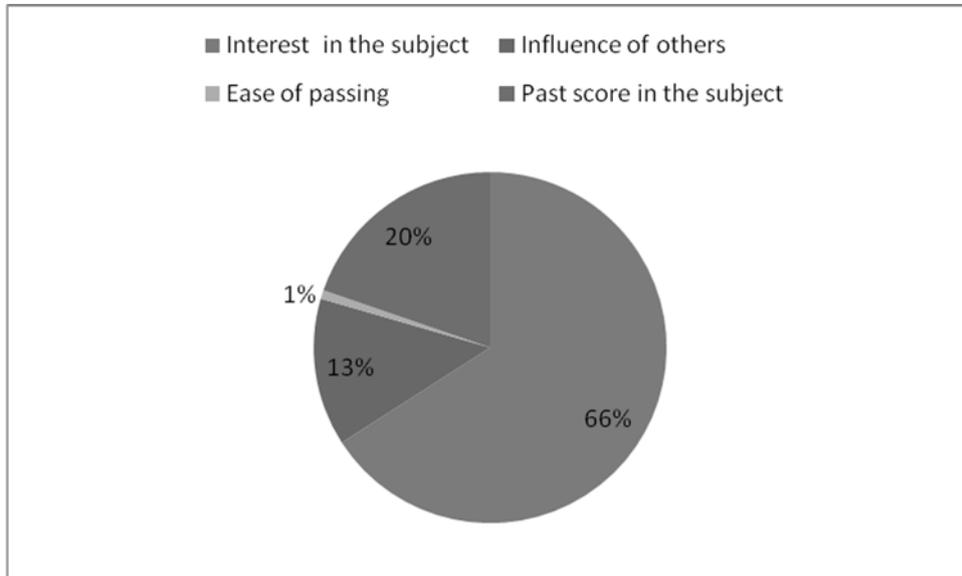
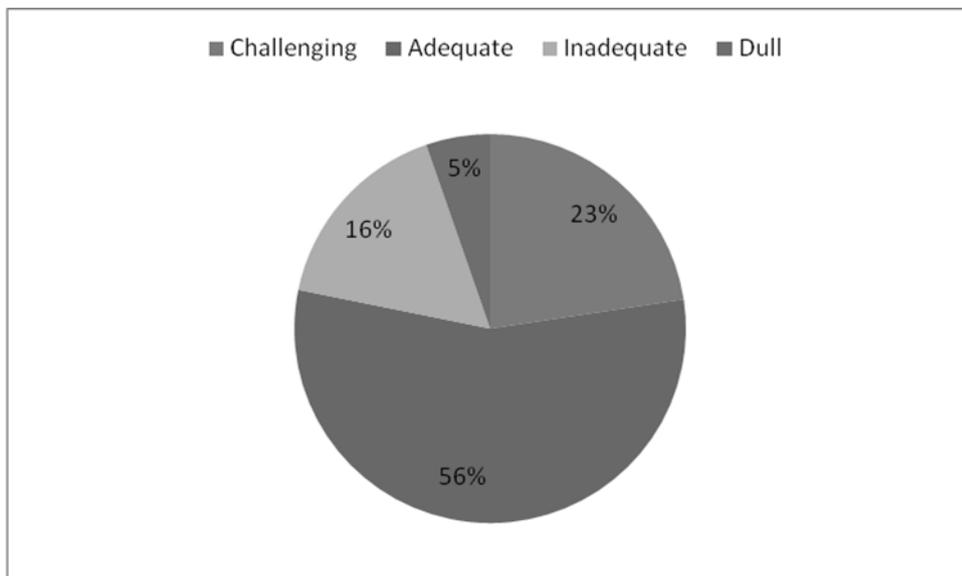
Feedback Analysis

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.

Question 1

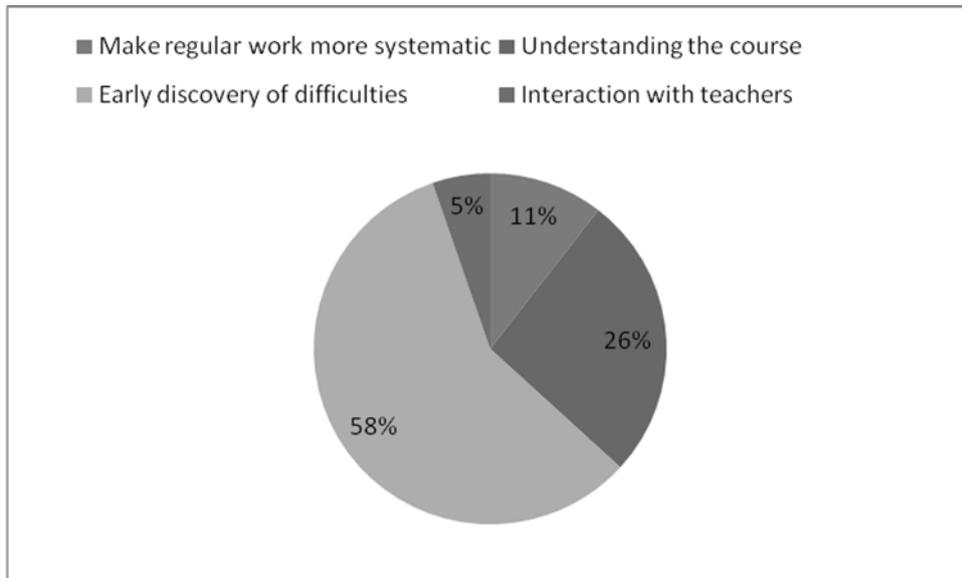
What made you to select the institution for your higher studies?



Question 2.**What is the main reason for your choice of the subject?****Question 3****The syllabus was**

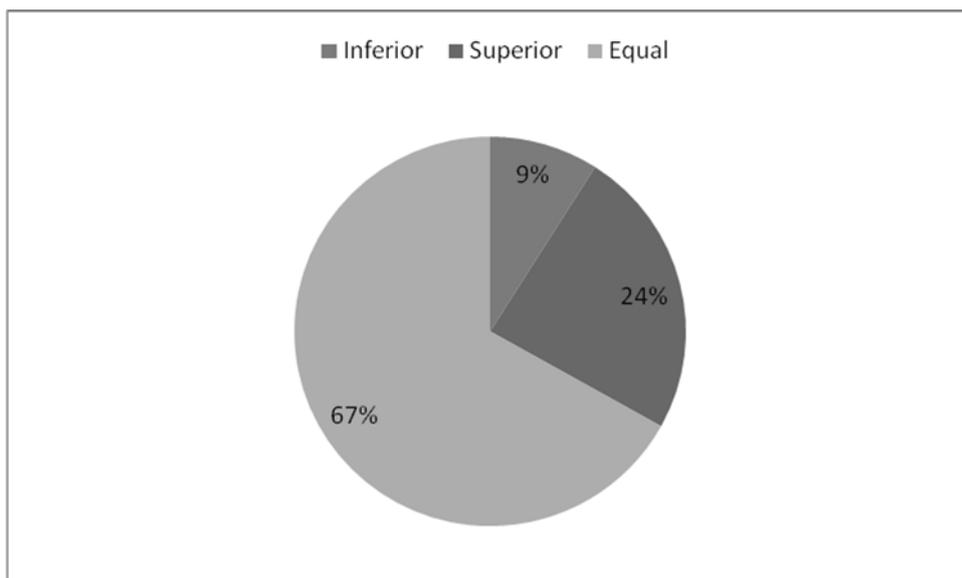
Question 4

The internal assessment system conducive to?



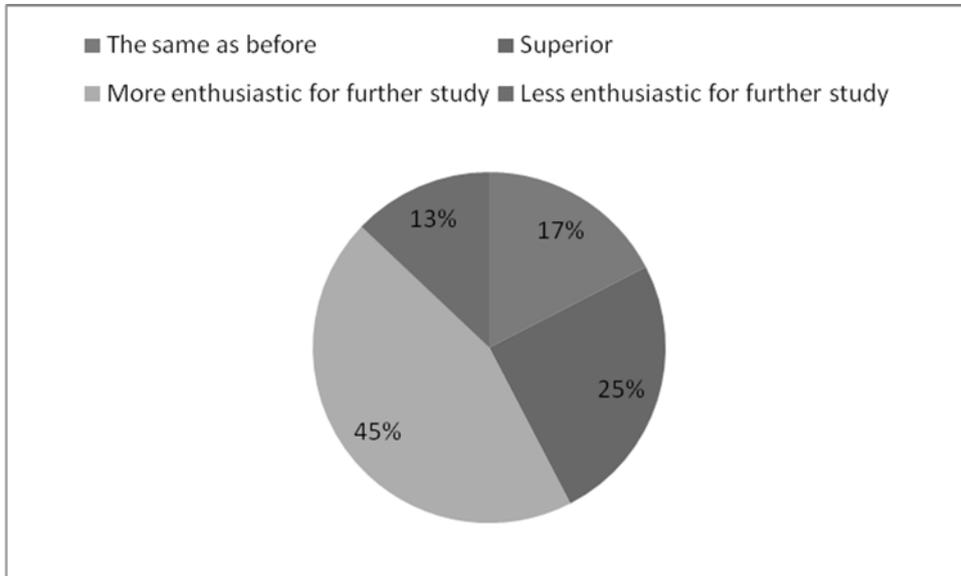
Question 5

When you meet student who have taken a similar programme at other institution how do you feel?



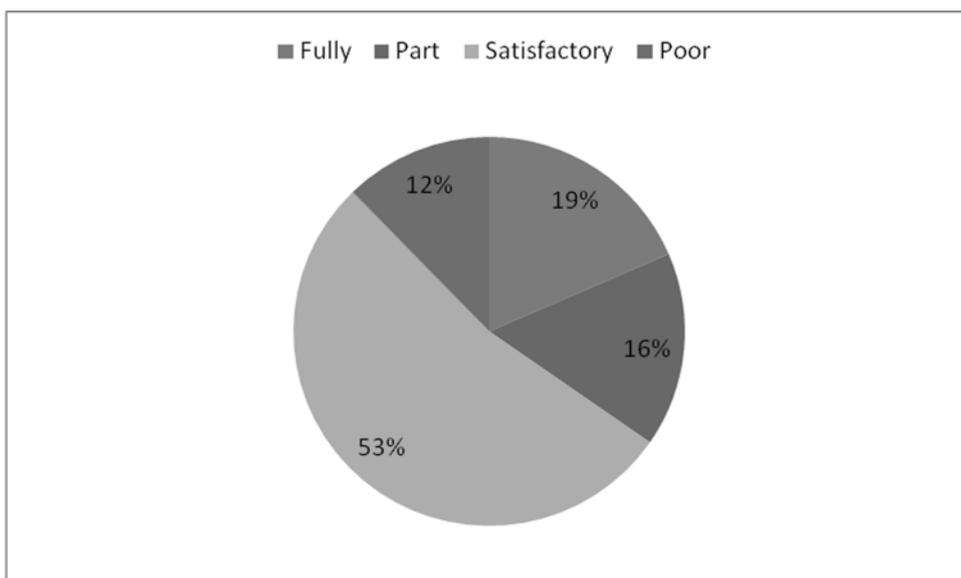
Question 6

At the end of programme of study, you came out?



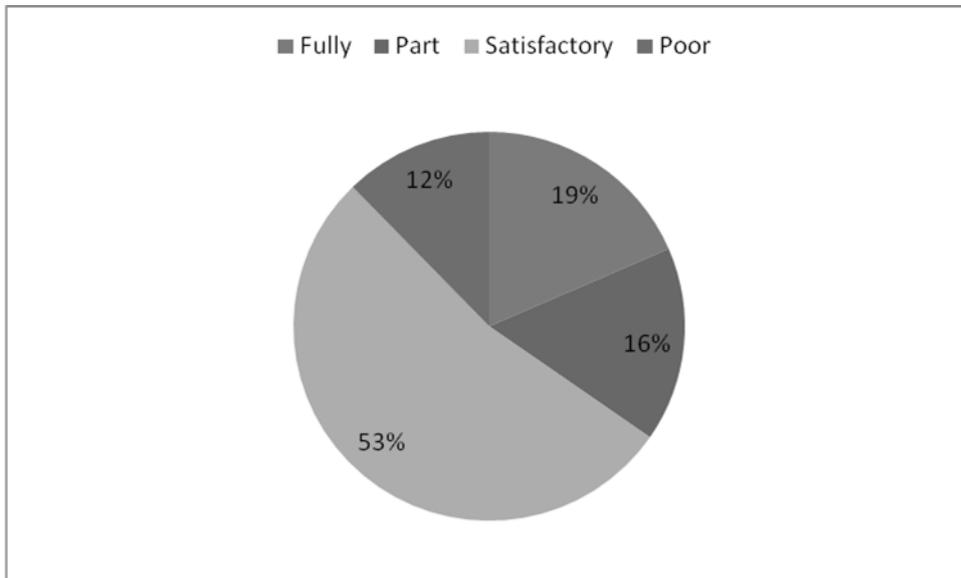
Question 7

Were the laboratories adequately equipped and properly maintained?



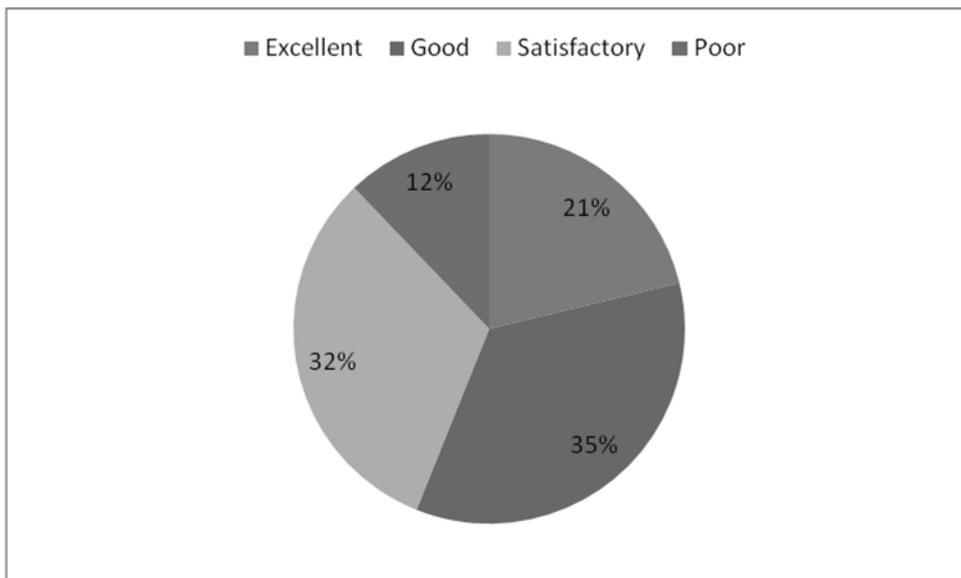
Question 8

How do you rate the college library?



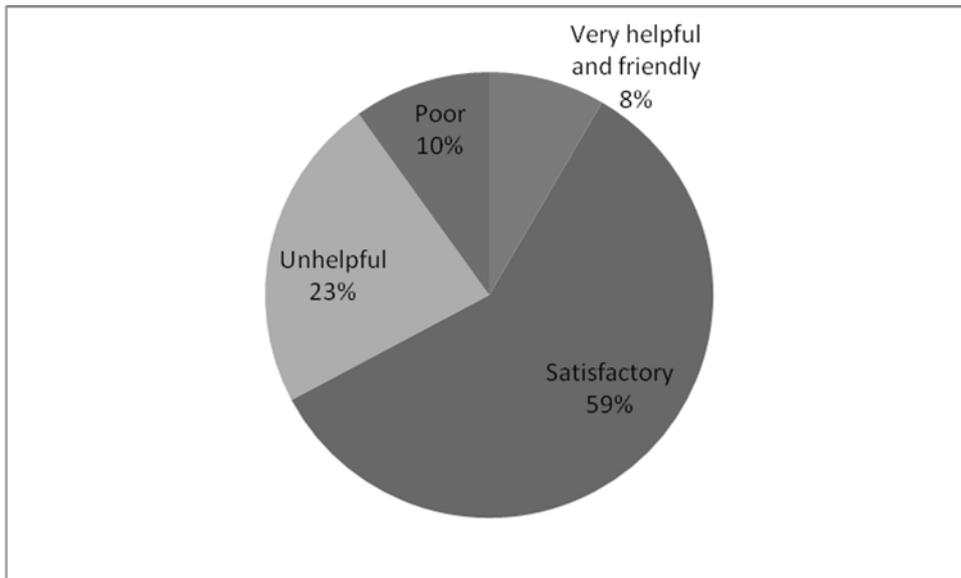
Question 9

How do you rate the sanitation facilities provided in the campus?



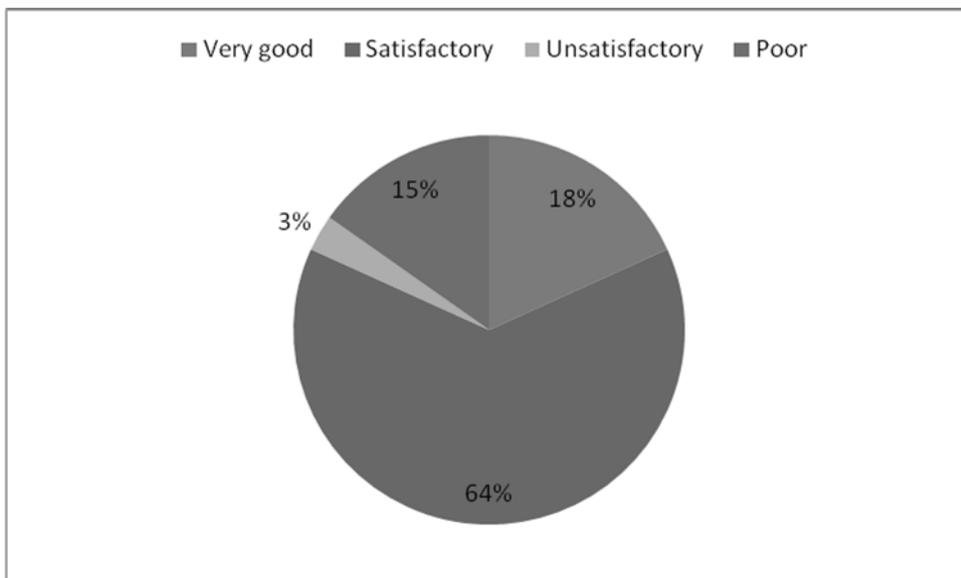
Question 10

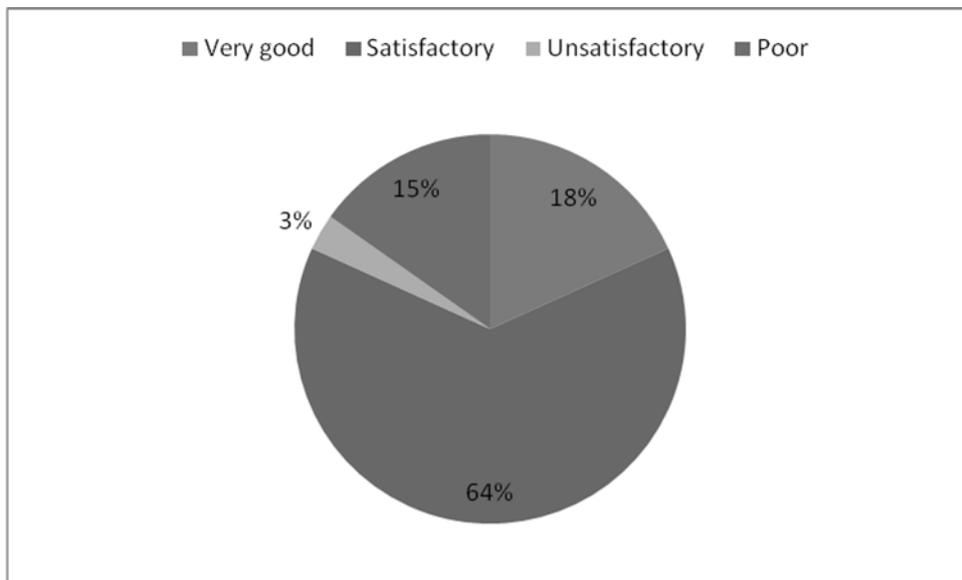
How do you find the institution’s administrative office?



Question 11

How do you rate the student-teacher relationship in the institution as a whole?



Question 12.**How will you rate the college canteen?**

Annexure III

Best Practice-1

1. Title of the Practice

Solace to the Destitute

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. The has 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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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.
- A work shop on ICT enabled office administration was organised by IQAC for the administrative staff.
- The college has also many of the latest gadgets like digital camera, OHP and LCD projector.

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. Even the Vice-Chancellor of the affiliating university made a courtesy visit to the college to take stock of the functioning of the ICT facilities in the campus.

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. The college has plans to approach the Govt./affiliating university/UGC for sufficient funds to maintain and update the existing ICT facilities.

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